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## STATE OF NEVADA DEPARTMENT OF TAXATION

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## WELCOME TO THE DEPARTMENT OF TAXATION

This INFORMATION PACKET is provided for your use and convenience. The Department wishes to make your tax collection and payment as easy as possible.

The PACKET includes current Nevada tax information and how they may affect your business. Information on Sales/Use Tax, Modified Business Tax and Use Tax as well as sample copies of forms for paying taxes, instructions, tax rates by county and a Resale Certificate are provided.

The TAXPAYER BILL OF RIGHTS pamphlet explains how the Nevada tax system works, explains your rights as a taxpayer, lists services provided by the Department and can be found on our website by going to <http://tax.nv.gov/publications/publications/>.

The Department's internet website at <http://tax.nv.gov/> offers **application** forms for licenses, permits and exemptions, plus blank **returns** for Sales/Use Tax, Modified Business Tax and other tax types. Also available is the Department's Annual Report, Legislative Overview, Nevada Tax Notes, upcoming regulatory workshops, Nevada Tax Commission meetings and hearings.

Taxpayers are now able to register on-line, file returns, and update their accounts at <https://www.nevadatax.nv.gov/web/>. Taxpayers can file and pay their Sales/Use Tax returns and Modified Business Tax returns. Taxpayers can also pay unpaid balances or schedule a payment for Sales/Use Tax, Modified Business Tax, Tire Tax, Short Term Lessor Tax, Bank Excise Tax, Liquor Tax, Cigarette Tax, Other Tobacco Products, Live Entertainment Tax, Exhibition Facilities Fees, Insurance taxes, and Insurance Retaliatory Tax. Payment in the form of E-Check is accepted.

Department of Taxation offices are open Monday - Friday from 8:00 am to 5:00 pm except for holidays. Department representatives at any location will be happy to answer your questions and we welcome the opportunity to do so.

If your business or organization would like a representative from the Department to explain Sales/Use Tax or Nevada tax laws and requirements, please contact your nearest District office.

## TAXATION CALL CENTER

The Nevada Department of Taxation has established a Call Center to address questions regarding Sales Tax, Use Tax, Modified Business Tax, general tax questions and information regarding establishing a new account. The Call Center can be reached at **866-962-3707**. Call Center hours are from 8:00 am to 5:00 pm Pacific Time.

## **OFFICE LOCATIONS**

The Department offices are located at: 1550 College Parkway, Suite 115, Carson City 89706; 4600 Kietzke Lane Building L, Suite 235, Reno 89502; 555 E Washington Ave #1300, Las Vegas 89101; 2550 Paseo Verde Pkwy #180, Henderson 89074.

## **OFFICE VISITS**

Due to the monthly and quarterly tax filing requirements, the Las Vegas and Reno offices are extremely busy the last few days of any month with people filing their tax returns. It is recommended, whenever possible, that you time your visits to the office for other than the last few days of the month to avoid a long wait or, you may want to visit our Henderson or Carson City office.

## **HOLIDAY CLOSURES**

The Department of Taxation offices are closed on certain holidays. They are: Martin Luther King Day; Presidents Day; Memorial Day; 4<sup>th</sup> of July; Labor Day; Nevada Day; Veterans Day; Thanksgiving and Family Day; Christmas Day, and New Years Day. If the holiday falls on a Saturday, then we will be closed on the preceding Friday. If the holiday falls on a Sunday, we will be closed the following Monday.

## **“ASK THE ADVISOR” BASIC TRAINING**

The Department presents basic tax training and industry specific training throughout the year. The three hour workshops include training on Sales and Use Tax, Modified Business Tax, Live Entertainment Tax, collection of taxes, resale certificates, exemptions, how to prepare amended tax returns, how to prepare for an audit and petition rights. For more information, see the Department's website or call 702-486-2354 for reservations in Southern Nevada or 775-687-9977 in Northern Nevada.

## **COMMUNICATING BY MAIL WITH THE DEPARTMENT**

If you are writing or sending information to one of the Department's staff members, please use the mailing address of the appropriate office.

## **CONFIDENTIALITY REQUIREMENTS**

The Department of Taxation is bound by statute to keep information confidential regarding a taxpayer's account. For a Sales/Use Tax Permit, the only information available to the general public is the information on the actual permit, which includes the Permit Number, Owner, Business Name, Business Location and Date of Issue. All other information contained in the Department of Taxation's records is strictly confidential, with very limited exceptions. Disclosure of that information to anyone other than the taxpayer is prohibited pursuant to NRS 360.255.

## **WRITTEN DECISIONS AND WRITTEN RESPONSES**

Verbal communications can always be subject to misunderstanding and/or misinterpretation. Therefore, only written responses issued by the Department in response to a taxpayer's written request for information are binding on the Department of Taxation. (NRS 360.294, NAC 360.190).

## **SEPARATE ACCOUNT FOR TAXES COLLECTED**

In accordance with NRS 372.354, retailers are required to hold the amount of all taxes collected pursuant to the Sales and Use Tax Act in a separate account in trust for the State. The statute is non-specific as to either a separate bank account or general ledger account. This is a reminder that sales taxes are merely collected by a retailer on behalf of the State, and are a liability rather than an expense of the business.

## **SALES TAX INCLUDED IN PRICE**

A retailer may include the tax in the sales price of an item but if he does so, he shall notify the public by posting a sign which is visible to all customers and state that the sales tax is included in the sales price, or it can be shown on the printed receipt given to the customer. In the absence of such a notification, the total charged to the customer shall be deemed to be the price of the item. (NAC 372.760(2))

## **ADVERTISEMENT OF ASSUMPTION OR ABSORPTION OF TAX BY RETAILER**

It is unlawful for any retailer to advertise or hold out or state to the public or to any customer, directly or indirectly, that the sales tax or any part thereof will be assumed or absorbed by the retailer or that it will not be added to the selling price of the property sold or that if added, it or any part thereof will be refunded. (NRS 372.115)

## **SERVICES ASSOCIATED WITH A SALE OF TANGIBLE PERSONAL PROPERTY**

Service or labor associated with a sale of tangible personal property is also taxable with the exception of repair labor and installation labor, and only if the repair labor or installation labor is separately itemized on the invoice given to the customer. If your business is a service oriented business contact the Department to be sure you understand the tax requirements for your specific industry.

## **VEHICLE, OHV, WATERCRAFT AND AIRCRAFT TAX EVASION PROGRAM**

The Department of Taxation has an ongoing program to discover and collect Sales/Use Tax from Nevada residents who are registering vehicles, watercraft and/or aircraft in a state or jurisdiction that does not levy a sales/use tax or levies a sales tax at a lower rate and as a result, Nevada Sales/Use Tax has not been paid or has been intentionally evaded. Should the Department determine that a Nevada resident intended to evade the sales/use tax, the resident shall be assessed the applicable Nevada tax, a 10% penalty, the corresponding interest per month, and may also be assessed an additional 300% evasion penalty. (NRS 360.340(2)). If you suspect others of tax evasion, please submit the following form from our website:  
<http://archive.tax.nv.gov/search/forms/TaxEvasionTipForm.pdf>

## **POSTING SECURITY**

A person who obtains a sales tax permit is required to post security pursuant to NRS 372.510 and 374.515. If the person files monthly returns the amount of the security required is three times the estimated average tax due monthly, or if they file quarterly it is twice the estimated tax due quarterly. The types of security accepted by the Department are cash, surety bonds executed by an insurance company, and irrevocable letters of credit issued by a bank, credit union, or savings and loan association in the State of Nevada. If the amount computed is \$1,000 or less no security will be required but if the person becomes habitually delinquent the security amount required will be raised.

## **DISHONORED CHECKS**

A returned or dishonored check will result in a check fee of \$25; loss of the collection allowance , 10% penalty and .75% interest per month on the tax owed and may also affect your security waiver liability. See below.

## **TIMELY POSTMARKS ON TAX RETURNS**

Any report, return or remittance which is transmitted through the United States mail shall be deemed to have been received on the date shown by the post office cancellation/postmark stamped on the envelope containing it, or on the date it was mailed if proof, satisfactory to the Department establishes that the document or remittance was deposited timely in the U. S. Mail, postage prepaid and properly addressed to the Department of Taxation. If you wait until the last day of the month to mail your taxes, to guarantee that the article mailed is postmarked that same day, it must be dropped off at the mail receptacle prior to the collection time posted on that mail receptacle or it must be hand delivered to the postal clerk. Under no circumstances will the date affixed by a postage meter in the possession of the taxpayer or other person or statements by the taxpayer or his employees, be considered sufficient to refute the post office cancellation/postmark date as the date of mailing per NAC 372.790.

## **ACCOUNT CHANGES, ADDITIONS OR UPDATES**

Any changes to an account such as name, ownership, adding or removing an owner, and changing or adding locations require a revised application. Certain changes to Sales Tax accounts require a \$15.00 fee. If you are selling your business, you are responsible for filing any required Sales/Use or Business Tax returns to cover all of the time that your business was in operation. Contact your local Department of Taxation office for forms or returns and please ask for help if needed. You may also visit our website at <http://tax.nv.gov> for this information.

## **SUCCESSOR'S LIABILITY**

Taxpayers are reminded if you are purchasing an existing business, be aware of successor's liability, NRS 360.525. Be sure to request a "Certificate of Amount Due" for any tax or fee administered by the Department. If you don't take this action, you may become personally liable for the payment of any taxes due from the prior owner up to the extent of the consideration paid for the business or stock of goods.

## **RECORDS REQUIRED TO BE KEPT**

A business is required to keep all records for a minimum of four years. If tax returns were not filed the records should be kept for a minimum of 8 years from their making.

## **WAIVER OF SECURITY FOR SALES TAX ACCOUNTS**

Sales Tax security deposits may be waived by the Nevada Tax Commission after a taxpayer has established a three year perfect payment record. This policy applies to all non-corporate taxpayers. In the case where ownership of a business is a corporation, two corporate officers must each sign a personal guarantee in an amount equal to the required security. If corporate officers change, new personal guarantees are required. If you meet the three year perfect reporting requirement and desire a waiver of security, please submit a written request to the Nevada Department of Taxation. If the security waiver request is approved, you will be notified and any refundable security will be returned. Any taxpayer whose security has been waived and who subsequently becomes delinquent, files a late return or has a returned check will be required to again submit applicable security.

## **CLOSING YOUR ACCOUNT**

If you close or sell your business, you must contact the Department. You can cancel your account by contacting us by phone, written correspondence or visiting us at one of our 4 locations. However you choose to contact us, certain information will be required in order to expedite the canceling of your account and refund any security deposit or credits to which you may be entitled. It is important to include complete information when notifying us.

The following information should be included:

- Nevada Taxpayer ID Number (TID)
- Name of the Business
- The date you closed or sold your business
- The reason you closed your business e.g. out of business, sold, etc.
- If you sold your business, who was it sold to
- Asset/Inventory Information
  - What became of the business assets?
  - Advise if there were no assets.
  - If the assets were sold, please indicate who you sold them to and the sale price.
  - What became of the inventory?
  - If there is inventory remaining that you do not intend to resell, you are reminded you must report and pay use tax on the remaining inventory on your final return.
- Please include your name and title with the company and a day-time phone number in the event we need to contact you.
- Finally, please provide a mailing address for any refund of security and/or credit you may be entitled to.



## SALES & USE TAX INFORMATION

### IMPORTANT PROVISIONS OF THE SALES AND USE TAX LAWS (NRS 372) (NRS 374) (NRS 377) AND NEVADA ADMINISTRATIVE CODE

Nevada sales tax, local school support tax and city/county relief tax are imposed on retailers for the privilege of selling tangible personal property at retail. Use tax is imposed upon the storage, use or other consumption in this State of tangible personal property purchased from a retailer. Use tax is not imposed when the sale of the property to the consumer is subject to the sales tax. For the most part, use tax rather than sales tax applies to property purchased outside Nevada, without tax, for transfer, delivery or shipment to a consumer located in Nevada. Sales tax is measured by gross receipts from retail sales. Use tax is measured by the sales price of the property. "Gross receipts" and "sales price" means the total amount of the sale including all receipts, cash, credits, barter, or service.

#### Q. WHAT IS REQUIRED OF SELLERS?

1. Every person, firm, partnership, corporation, etc., engaging in business as a seller of tangible personal property must apply to the Nevada Department of Taxation for permits. The application must be accompanied by a fee of \$15.00 for each location.
2. Separate permits must be obtained for each place of business and must be conspicuously displayed at the place for which issued and are valid until suspended or revoked by the Commission. If there is a change in location or ownership, a new permit must be obtained. Companies having retail outlets in more than one county must furnish the Department with an estimate of the percentage of gross sales allocated to each county.
3. Sales must be reported on returns to the Department at such time and for such periods as the
4. Department may require. Returns must be filed for each period even though no taxable sales or taxable purchases were made during such period. Returns must be accompanied by remittances for the amounts of the tax due, payable to the Nevada Department of Taxation. Send check or money order. **DO NOT SEND CASH.** Tax Returns can be downloaded and printed from our website at [www.tax.nv.gov](http://www.tax.nv.gov). Please mail your return to: P.O. Box 7165, San Francisco, CA 94120-7165. You can also file your Tax Returns online at <http://www.nevadatax.nv.gov>.
5. Nevada sales and use taxes are due and payable on or before the **LAST DAY** of the month following the report period. If your return is not **SUBMITTED/POSTMARKED** and the taxes paid on or before the due date shown on the face of the return, the amount of penalty is: a) For returns with Period(s) Ending prior to and including 3/31/07 the Penalty is 10%; b) For returns with Period(s) Ending 4/30/07 and after; the amount of penalty due is based on the number of days late the payment is made per NAC 360.395 (see table below). The maximum penalty amount is 10%.

Number of days late	Penalty Percentage	Multiply by:
1 - 10	2%	0.02
11 - 15	4%	0.04
16 - 20	6%	0.06
21 - 30	8%	0.08
31 +	10%	0.10

A 0.75 PERCENT INTEREST per month or fraction thereof in accordance with the Nevada Statutes will also be imposed. Deposit of your return in a mailbox is not enough. Your postage meter impression is not enough. It must be FRANKED BY THE U.S. POSTAL SERVICE.

1. Every person or entity purchasing tangible personal property for resale that uses the property for any other reason than resale must pay Use Tax to the State on the cost of the property.
2. Persons holding seller's permits may be liable for taxes, penalties, and interest arising out of any sales made in their place of business by operators of concessions therein, unless the concessionaires obtain permits from the Department. Such persons should insist that all concessionaires register with the Nevada Department of Taxation.

#### **RECORDS:**

1. Reference: NRS 372.735, NRS 374.740, and NRS 377, and Nevada Administrative Code.
2. Every seller, retailer and person storing, using or otherwise consuming in this State, tangible personal property purchased from a retailer, shall keep adequate and complete records showing:
  - (a) The gross receipts from the sales of tangible personal property (including any services that are part of the sale) made within Nevada, irrespective of whether the seller regards the receipts as taxable or nontaxable.
  - (b) All exemptions allowed by law and claimed in filing returns.
  - (c) Total purchase price of all tangible personal property purchased for sale or used in Nevada.
  - (d) Sufficient records to show gross sales of merchandise made in each county in Nevada.

Businesses should retain all basic records per NRS 372.735 for not less than four years for businesses registered with the Department, and not less than eight years for businesses not registered with the Department. Retaining proper records will expedite an audit if you are contacted for one. The following records are the minimum that should be retained by your business:

- Sales journal: This is an accounting device that records the monthly sales. It should be supported by individual sales invoices that show all parts of the sale transaction. Sales invoices should be pre-numbered and issued in sequential order. All documents used to file the monthly/quarterly Sales/Use Tax returns should be kept together.
- Purchase journal/cash disbursements journal: This is a listing of all items the business purchases whether for inventory, assets or operating expenses. The journal is supported by paid vendor invoices.
- Bank records should include a check register, deposit receipt, bank statements, bank reconciliations, and, if available, cancelled checks.

- Accounting records can be completed in-house or by a bookkeeping/accounting service. If an outside service is used, they should be provided the basic journals and ledgers in order to review a business's financial history. As the business grows, the accounting structure should be routinely re-evaluated.

Failure to maintain such records will be considered evidence of negligence or intent to evade the tax, and will result in the imposition of appropriate penalties.

- The permit holder must notify the Department **IMMEDIATELY OF THE CLOSE OR SALE OF THE BUSINESS**. Refund or return of cash or other security deposited will be made after your account is cleared.
- Pursuant to NRS 360.525, THE PURCHASER OF A BUSINESS SHALL WITHHOLD A SUFFICIENT AMOUNT OF THE PURCHASE PRICE TO COVER ANY AMOUNT OF LIABILITY OF ANY TAX OR FEE ADMINISTERED BY THE DEPARTMENT THAT MAY BE DUE FROM THE SELLER AT TIME OF PURCHASE AND SALE. For this reason it is very important that the buyer of the business request a "Certificate of Amount due" from the Department of Taxation before the proceeds of the sale are released. If the buyer does not take this action, the buyer will become liable for the payment of any taxes due up to the extent of the consideration paid for the business or any stock of goods.
- The law imposes severe penalties, (including fine and imprisonment) for making false returns or otherwise attempting to evade the tax.

### EXAMPLES OF TAXABLE ITEMS

(Not all inclusive list)

STATUTORY AUTHORITY NRS 372.185, 190, 374.190, 195, 377 AND 377A

Aircraft	Jewelry
Antiques	Leather Goods
Appliances	Luggage/Handbags
Art Work	Medical/Dental Equipment
Automobile Parts	Mobile Homes/Motor Homes
Boats	Musical Instruments
Books	Office Equipment/Supplies
Business Cards	Off-Road Vehicles
Cameras/Video Equipment	Photocopy Machines
Camper Shells	Propane used for cooking
Camping Equipment	Radios
Carpet/Rugs	Recreational Vehicles
CDs	Satellite Systems
Clothing	Silverware
Computer Hardware & Software	Stereos
Diagnostic Equipment	Subscriptions (Books/Magazines)
DVDs	Toys
Fax Machines	Trucks/Tractors
Firearms	Vehicles
Furniture	Video Tapes (Blank/Recorded)
Home Furnishings	Window Coverings

## NEVADA DEPARTMENT OF TAXATION

## COMBINED SALES AND USE TAX RETURN

TID No:001-TX-

This return is for use by sellers of tangible personal property. If you are not a seller or no longer sell, you must notify the Department of Taxation.

MAIL ORIGINAL TO: STATE OF NEVADA - SALES/USE  
PO BOX 7165  
SAN FRANCISCO, CA 94120-7165

For Department Use Only

Return for Period Ending

Due on or before

Date paid

If the name or address as shown is incorrect, if the ownership or business location has changed, or if you are out of business, you must notify a Nevada Department of Taxation District Office immediately.

IF POSTMARKED AFTER DUE DATE, PENALTY AND INTEREST WILL APPLY

**A RETURN MUST BE FILED EVEN IF NO SALES AND/OR USE TAX LIABILITY EXISTS**

## SALES TAX

## USE TAX

ENTER AMOUNTS IN COUNTY OF SALES/USE (OR COUNTY OF DELIVERY)	TOTAL SALES	EXEMPT SALES	TAXABLE SALES	TAX RATE	CALCULATED TAX	AMOUNT SUBJECT TO USE TAX	TAX RATE	CALCULATED TAX
TAX CALCULATION FORMULA	COLUMN A	- COLUMN B	= COLUMN C	x COLUMN D	= COLUMN E	COLUMN F	x COLUMN G	= COLUMN H
01 CHURCHILL				7.600%			7.600%	
02 CLARK				8.150%			8.150%	
03 DOUGLAS				7.100%			7.100%	
04 ELKO				6.850%			6.850%	
05 ESERALDA				6.850%			6.850%	
06 EUREKA				6.850%			6.850%	
07 HUMBOLDT				6.850%			6.850%	
08 LANDER				7.100%			7.100%	
09 LINCOLN				7.100%			7.100%	
10 LYON				7.100%			7.100%	
11 MINERAL				6.850%			6.850%	
12 NYE				7.600%			7.600%	
13 CARSON CITY				7.600%			7.600%	
14 PERSHING				7.100%			7.100%	
15 STOREY				7.600%			7.600%	
16 WASHOE				7.725%			7.725%	
17 WHITE PINE				7.725%			7.725%	
TOTALS								

18. TOTAL CALCULATED SALES (18a) AND USE (18b) TAX

SUM OF COLUMN E

18a.

SUM OF COLUMN H 18b.

19. ENTER COLLECTION ALLOWANCE FOR TIMELY FILING (LINE 18a x 0.25% or 0.0025)

19.

COLLECTION ALLOWANCE IS FOR SALES TAX ONLY  
THERE IS NO COLLECTION ALLOWANCE FOR USE TAX

20. NET SALES TAX (LINE 18a - LINE 19)

20.

I HEREBY CERTIFY THAT THIS RETURN INCLUDING ANY ACCOMPANYING SCHEDULE AND STATEMENTS HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT AND COMPLETE RETURN. **RETURN MUST BE SIGNED.**

ENTER NAME OF PERSON  
SIGNING RETURN

SIGNATURE OF TAXPAYER OR AUTHORIZED AGENT

TITLE PHONE NUMBER (WITH AREA CODE)

FEDERAL TAX ID NUMBER (EIN OR SSN)

DATE

21. NET SALES AND USE TAX (LINE 20 + LINE 18b)

21.

22. PENALTY (LINE 21 x 0%)

22.

23. INTEREST (See instructions for current rate and calculation)

23.

24. PLUS LIABILITIES ESTABLISHED BY THE DEPARTMENT

24.

25. LESS CREDIT(S) APPROVED BY THE DEPARTMENT

25.

26. TOTAL AMOUNT DUE AND PAYABLE

26.

27. TOTAL AMOUNT REMITTED WITH RETURN

27.

MAKE CHECKS PAYABLE TO:  
NEVADA DEPARTMENT OF TAXATION

To e-mail, save this form to your computer  
and e-mail the attachment to:  
nevadaolt@tax.state.nv.us  
with the subject of 'Sales/Use Tax Return'

TPI-01.13a

TAXPAYER INFORMATION PACKET

Revised 01-12-16

## COMBINED SALES AND USE TAX RETURN INSTRUCTIONS

This return is for use by sellers of tangible personal property registered with the Department

**A RETURN MUST BE FILED EVEN IF NO TAX LIABILITY EXISTS**

### LINES 1 THROUGH 17

**COLUMN A: TOTAL SALES** - On the appropriate county line, enter the amount of all sales (excluding the sales tax collected) related to Nevada business including (a) cash sales; (b) conditional sales; (c) sales exempt from tax.

**COLUMN B: EXEMPT SALES** - Enter that portion of your sales not subject to tax, i.e., sales (a) for which you receive a resale certificate; (b) to Federal Government, State of Nevada, its agencies, cities or counties and school districts; (c) to religious or charitable organizations for which you have copies of exemption letters on file; (d) newspapers of general circulation published at least once a week; (e) animals, seeds, annual plants and fertilizer, the end product of which is food for human consumption; (f) motor vehicle or special fuels used in internal combustion or diesel engines; (g) wood, presto logs, pellets, petroleum, gas and any other matter used to produce domestic heat; (h) prescription medicines dispensed pursuant to a prescription of a licensed physician, dentist or chiroprapist; (i) food products sold for home preparation and consumption; (j) out-of-state sales

**COLUMN C: TAXABLE SALES** - Total Sales (Column A) - Exempt Sales (Column B) = Taxable Sales (Column C).

**COLUMN E: CALCULATED TAX** - Taxable Sales (Column C) × Tax Rate (Column D) = Calculated Tax (Column E).

**COLUMN F: AMOUNT SUBJECT TO USE TAX** - On the appropriate county line, enter (a) the purchase price of merchandise, equipment or other tangible personal property purchased without payment of Nevada tax (by use of your resale certificate, or any other reason) and that was stored, used or consumed by you rather than being resold. **NOTE: If you have a contract exemption, give contract exemption number.**

**COLUMN H: CALCULATED TAX** - Amount Subject to Use Tax (Column F) × Tax Rate (Column G) = Calculated Tax (Column H).

**LINE 18a** Enter the total of Column E.

**LINE 18b** Enter the total of Column H.

**LINE 19** Take the Collection Allowance only if the return and taxes are postmarked on or before the due date as shown on the face of the return. If not postmarked by the due date, the Collection Allowance is not allowed. To calculate the Collection Allowance multiply Line 18a × **NOTE: Pursuant to NRS 372.370, the Collection Allowance is applicable to Sales Tax only.**

**LINE 20** Subtract Line 19 from Line 18a and enter the result.

**LINE 21** Add Line 20 to Line 18b and enter the result.

**LINE 22** If this return is not submitted/postmarked and taxes are not paid on or before the due date as shown on the face of this return, the amount of penalty due is: a) For returns with Period(s) Ending prior to and including 3/31/07 the Penalty is 10%; b) For returns with Period(s) Ending 4/30/07 and after; the amount of penalty due is based on the number of days the payment is late per NAC 360.395 (see table below). The maximum penalty amount is 10%.

Number of days late	Penalty Percentage	Multiply by:
1 - 10	2%	0.02
11 - 15	4%	0.04
16 - 20	6%	0.06
21 - 30	8%	0.08
31 +	10%	0.10

Determine the number of days late the payment is, and multiply the net tax owed (Line 21) by the appropriate rate based on the table above. The result is the amount of penalty that should be entered. For example, the taxes were due January 31, but not paid until February 15. The number of days late is 15 so the penalty is 4%. The penalty amounts are automatically calculated if you complete this form on-line.

**LINE 23** Interest Note 7/1/2011 interest rate change: To calculate interest for each month late after 7/1/2011, multiply Line 21 × 0.75% (or .0075).

**LINE 24** Enter any amount due for prior reporting periods for which you have received a Department of Taxation debit notice.

**LINE 25** Enter amount due to you for overpayment made in prior reporting periods for which you have received a Department of Taxation credit notice. Do not take the credit if you have applied for a refund. **NOTE: Only credits established by the Department may be used.**

**LINE 26** Add Lines 21, 22, 23, 24 and then subtract Line 25 and enter the result.

**LINE 27** Enter the total amount paid with this return.

**Complete and detailed records of all sales, as well as income from all sources and expenditures for all purposes, must be kept so your return can be verified by a Department auditor.**

**YOU MUST COMPLETE THE SIGNATURE PORTION BY TYPING IN THE NAME OF THE PERSON SIGNING RETURN AND MAIL TO:** Nevada Department of Taxation, PO Box 7165, San Francisco, CA 94120-7165, or drop off at your local office.

**DO NOT SUBMIT A PHOTOCOPY OF A PRIOR PERIOD FORM, YOUR FILING WILL POST INCORRECTLY.**

If you have questions concerning this return, please call our Department's Call Center at (866) 962-3707.

\*\* For up-to-date information on tax issues, be sure to check our website -- \*\*

<http://tax.nv.gov/> -- every January, April, July and October for Tax Notes articles.

TPI-01.13a

TAXPAYER INFORMATION PACKET

Revised 01-12-16

## NEVADA RESALE CERTIFICATE

I hereby certify that I hold valid seller's permit number \_\_\_\_\_ issued pursuant to chapters 372, 374 and 377 of the Nevada Revised Statutes; that I am engaged in the business of selling \_\_\_\_\_ and that the tangible personal property described in the second paragraph of this certificate, which I purchase from:

\_\_\_\_\_, will be resold by me in the form of tangible personal property. I further certify that in the event any of the property is used for any purpose other than retention, demonstration or display while I am holding it for sale in the regular course of business, it is understood that I am required by chapters 372, 374 and 377 of the Nevada Revised Statutes to report it and pay the tax measured by the purchase price of the property.

Description of the property to be purchased:

--

Purchaser \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Purchaser

at \_\_\_\_\_

**USE TAX****QUESTIONS AND ANSWERS REGARDING USE TAX*****Q. What is Use Tax?***

- A. Use Tax, the counterpart of Sales Tax, is imposed upon the storage, use or other consumption in this State of tangible personal property purchased from a retailer. Use Tax is not imposed when the sales of the property to the consumer is subject to the Sales Tax. For the most part, Use Tax rather than Sales Tax, applies to property purchased outside of Nevada, without tax, for storage, use or other consumption in Nevada from other than a seller registered in Nevada. Use Tax, applies to mail order, out-of-state, toll-free "800" numbers, purchases made on the internet and other purchases of tangible personal property on which Nevada Sales Tax has not been paid.

***Q. Is this something new?***

- A. No. However, taxpayers are often less familiar with Use Tax than with Sales Tax. Nevada first imposed a Use Tax in 1955. All states which impose a Sales Tax also impose a companion Use Tax.

***Q. Why is Use Tax important?***

- A. Nevada Use Tax is important because it protects Nevada businesses from a competitive disadvantage with out-of-state vendors. Use Tax puts in-state and out-of-state businesses on the same competitive footing. Use Tax also helps generate the funds needed to provide services such as police and fire protection, road construction and repair, and for schools.

***Q. Who is liable for Use Tax?***

- A. Any individual, business, corporation or other entity can be liable for Use Tax, when Sales Tax is not collected by the seller. Below are examples in which Nevada Sales Tax is not collected by the seller and therefore, Use Tax is due from the purchaser.

Examples:

1. An individual buys a video cassette recorder from a mail order firm for use in Nevada.
2. An individual orders furniture from an out-of-state dealer who delivers or ships it to the Nevada resident's home.
3. All purchases of tangible personal property by mail order or from catalogs are subject to Use Tax if Nevada Sales Tax is not charged by the seller.
4. A Nevada business orders a computer system from an out-of-state dealer who delivers or ships the system to its Nevada business address.
5. A contractor orders a truckload of sheet rock from an out-of-state vendor who delivers or ships the sheet rock to Nevada for the contractor's construction job in Nevada. The contractor must pay Use Tax.
6. An out-of-state resident purchases a vehicle from an out-of-state dealer who delivers the vehicle to Nevada for the individual's company operating in Nevada.
7. An individual purchases clothing from a clothing company on the internet.
8. A business purchases office supplies from a company on the internet.

- Q. Don't all companies automatically add Sales Tax to taxable mail order, out-of-state and telephone purchases?***
- A. No. Some companies do because they are registered to collect Nevada Sales Tax. If a seller is not registered to collect and remit Nevada Sales Tax, the Nevada purchaser must pay Use Tax directly to the State of Nevada.
- Q. Are boats, watercraft, motor vehicles and off highway vehicles purchased from a seller in another state through mail order, over the internet and toll free "800" numbers subject to Nevada tax?***
- A. Yes. In order to register and/or operate all boats, watercraft, off highway vehicles and motor vehicles (cars, trucks, and motorcycles) in Nevada, proof that Sales Tax has been paid to Nevada or another state is required. If proof cannot be provided, Use Tax must be paid.
- Q. Is there a credit for Sales or Use Tax paid to another state?***
- A. Yes. Nevada does recognize Sales or Use Tax paid to another state; however, the tax paid must have been equal to or greater than the Sales/Use Tax rate in Nevada.
- Q. How do I know what is taxable?***
- A. Taxable items are tangible personal property transferred for value. This includes property purchased for lease or rent, other than real estate. Most goods, wares and merchandise are taxable in Nevada. Unprepared food is exempt. Check the examples listed below to obtain an idea of general items which are taxable.
- Q. Do retailers also owe Use Tax?***
- A. Yes. Any purchase, other than inventory, made by a retailer from a non-registered vendor, for use in the business, is subject to Use Tax and must be reported on the monthly or quarterly Sales and Use Tax return. Examples of this are supplies, forms, or equipment that is not re-sold. Any items taken from inventory for use in the business are also subject to Use Tax. Any items given away for free as part of doing business are subject to Use Tax payable by the business giving it away. However, items that are given away at conventions, trade shows, & public events that do not have significant value are not subject to Use Tax.
- Q. How do I report and pay Use Tax if I am not a retailer or in business?***
- A. A Use Tax liability, of a person not in business, may be reported on a one-time return available at any Department of Taxation office. Non-retail businesses that hold a State Business License must report and remit Use Tax with their yearly or quarterly Consumer Use Tax Return. Use Tax liability may also be satisfied by sending a letter or invoice stating the purchase price and submitting the payment.
- Q. How does the Department of Taxation identify those who have a Use Tax liability?***
- A. The Department can identify those who owe Use Tax by various methods. These include routine audits, special audits, self-assessment programs, complaints, reports, investigations and by obtaining lists of out-of-state purchases through the cooperation of vendors and taxing authorities in other states.
- Q. What if Use Tax is not paid?***

**A.** The Department of Taxation may issue an assessment for Use Tax liability. A penalty and interest charges may be imposed at a rate of 10 percent for penalty, and .75 percent per month or fraction thereof for interest, in addition to the tax. If there is evidence of intent to evade Use Tax a 25 percent penalty can also be assessed.

***Q. Where may I obtain more information on Nevada Sales or Use Tax?***

**A.** More information is available by calling our Call Center at 866-962-3707 or visit our Website located at <http://tax.nv.gov/>, or you can go to our online Nevada Tax website at <https://www.nevadatax.nv.gov/web/>.

**DISTRICT OFFICE LOCATIONS**

**CALL CENTER**

The Call Center can be reached toll free at **866-962-3707**.  
Call Center hours are from 8:00 am to 5:00 pm Pacific Time.

<b>Carson City</b>	<b>Las Vegas</b>	<b>Henderson</b>	<b>Reno</b>
1550 College Pkwy Suite 115 Carson City NV 89706	555 E Washington Ave Suite 1300 Las Vegas NV 89101	2550 Paseo Verde Pkwy Suite 180 Henderson NV 89074	4600 Kietzke Lane Building L, Suite 235 Reno NV 89502

## EXAMPLES OF TAXABLE ITEMS

(Not all inclusive list)

STATUTORY AUTHORITY NRS 372.185, 190, 374.190, 195, 377 AND 377A

Aircraft  
Antiques  
Appliances  
Art Work  
Automobile Parts  
Boats  
Books  
Business Cards  
Cameras/Video Equipment  
Camper Shells  
Camping Equipment  
Carpet/Rugs  
CDs  
Clothing  
Computer Hardware & Software  
Diagnostic Equipment  
DVDs  
Fax Machines  
Firearms  
Furniture  
Home Furnishings  
Jewelry  
Leather Goods  
Luggage/Handbags  
Medical/Dental Equipment  
Mobile Homes/Motor Homes  
Musical Instruments  
Office Equipment/Supplies  
Off-Road Vehicles  
Photocopy Machines  
Propane used for cooking  
Radios  
Recreational Vehicles  
Satellite Systems  
Silverware  
Stereos  
Subscriptions (Books/Magazines)  
Toys  
Trucks/Tractors  
Vehicles  
Video Tapes (Blank/Recorded)  
Window Coverings

## NEVADA DEPARTMENT OF TAXATION

Consumer Use Tax Return  
TXR-02.01c  
Revised 03/24/16**CONSUMER USE TAX RETURN**

This return is for use by consumers of tangible personal property not sellers.  
If you are a seller, you must apply for a Sales Tax Permit.

TID No:002-TX-

MAIL ORIGINAL TO: STATE OF NEVADA - SALES/USE  
PO BOX 7165  
SAN FRANCISCO, CA 94120-7165

For Department Use Only

Return for Period Ending

Due on or before

Date paid

If the name or address as shown is incorrect, if the ownership or business location has changed, or if  
you are out of business, you must notify a Nevada Department of Taxation District Office immediately.

IF POSTMARKED AFTER DUE DATE, PENALTY  
AND INTEREST WILL APPLY

**A RETURN MUST BE FILED EVEN IF NO TAX LIABILITY EXISTS**

ENTER AMOUNTS IN COUNTY OF USE	AMOUNT SUBJECT TO USE TAX	TAX RATE	CALCULATED TAX
TAX CALCULATION FORMULA	COLUMN A	x COLUMN B	= COLUMN C
01 CHURCHILL		7.600%	
02 CLARK		8.150%	
03 DOUGLAS		7.100%	
04 ELKO		6.850%	
05 ESERALDA		6.850%	
06 EUREKA		6.850%	
07 HUMBOLDT		6.850%	
08 LANDER		7.100%	
09 LINCOLN		7.100%	
10 LYON		7.100%	
11 MINERAL		6.850%	
12 NYE		7.600%	
13 CARSON CITY		7.600%	
14 PERSHING		7.100%	
15 STOREY		7.600%	
16 WASHOE		7.725%	
17 WHITE PINE		7.725%	
TOTAL			

I HEREBY CERTIFY THAT THIS RETURN INCLUDING ANY ACCOMPANYING SCHEDULE AND  
STATEMENTS HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF  
IS A TRUE, CORRECT AND COMPLETE RETURN. **RETURN MUST BE SIGNED.**

ENTER NAME OF PERSON  
SIGNING RETURN \_\_\_\_\_

SIGNATURE OF TAXPAYER OR AUTHORIZED AGENT \_\_\_\_\_

TITLE \_\_\_\_\_

PHONE NUMBER (WITH AREA CODE) \_\_\_\_\_

FEDERAL TAX ID NUMBER (EIN OR SSN) \_\_\_\_\_

DATE \_\_\_\_\_

18. NET USE TAX (SUM OF COLUMN C)

21. PLUS LIABILITIES ESTABLISHED BY THE DEPARTMENT

22. LESS CREDIT(S) APPROVED BY THE DEPARTMENT

23. TOTAL AMOUNT DUE AND PAYABLE

24. TOTAL AMOUNT REMITTED WITH RETURN

18. \_\_\_\_\_

19. \_\_\_\_\_

20. \_\_\_\_\_

21. \_\_\_\_\_

22. \_\_\_\_\_

23. \_\_\_\_\_

24. \_\_\_\_\_

MAKE CHECKS PAYABLE TO:  
NEVADA DEPARTMENT OF TAXATION

To e-mail, save this form to your computer and e-mail the  
attachment to nevadaolt@tax.state.nv.us with the subject of  
'Consumer Use Tax Return'. Your e-mail, including attachments,  
cannot exceed 10 MB.

TPI-01.13a

TAXPAYER INFORMATION PACKET

Revised 01-12-16

## CONSUMER USE TAX RETURN INSTRUCTIONS

This return is for consumers of tangible personal property- not sellers.

**A RETURN MUST BE FILED EVEN IF NO TAX LIABILITY EXISTS**

### LINES 1 THROUGH 17

**COLUMN A: AMOUNT SUBJECT TO USE TAX** - On the appropriate county line, enter the purchase price of merchandise, equipment or other tangible personal property purchased without payment of Nevada sales tax and used by you rather than being resold. *NOTE: If you have a contract exemption, give contract exemption number.*

**COLUMN C: CALCULATED TAX** - Amount Subject to Use Tax (Column A)  $\times$  Tax Rate (Column B) = Calculated Tax (Column C).

**LINE 18** Enter the sum of Column C.

**LINE 19** If this return is not submitted/postmarked and taxes are not paid on or before the due date as shown on the face of this return, the amount of penalty due is: a) For returns with Period(s) Ending prior to and including 3/31/07 the Penalty is 10%; b) For returns with Period(s) Ending 4/30/07 and after; the amount of penalty due is based on the number of days the payment is late per NAC 360.395 (see table below). The maximum penalty amount is 10%.

Number of days late	Penalty Percentage	Multiply by:
1 - 10	2%	0.02
11 - 15	4%	0.04
16 - 20	6%	0.06
21 - 30	8%	0.08
31 +	10%	0.10

Determine the number of days late the payment is, and multiply the net tax owed (Line 18) by the appropriate rate based on the table above. The result is the amount of penalty that should be entered. For example, the taxes were due January 31, but not paid until February 15. The number of days late is 15 so the penalty is 4%. The penalty amounts are automatically calculated if you complete this form on-line.

**LINE 20** Interest Note 7/1/2011 interest rate change: To calculate interest for each month late after 7/1/2011, multiply Line 18  $\times$  0.75% (or .0075).

**LINE 21** Enter any amount due for prior reporting periods for which you have received a Department of Taxation debit notice.

**LINE 22** Enter amount due to you for overpayment made in prior reporting periods for which you have received a Department of Taxation credit notice. Do not take the credit if you have applied for a refund. *NOTE: Only credits established by the Department may be used.*

**LINE 23** Add Lines 18, 19, 20, 21 and then subtract Line 22 and enter the result.

**LINE 24** Enter the total amount paid with this return. Complete and detailed records of all sales, as well as income from all sources and expenditures for all purposes, must be kept so your return can be verified by a Department auditor.

**YOU MUST COMPLETE THE SIGNATURE PORTION BY TYPING IN THE NAME OF THE PERSON SIGNING RETURN AND MAIL TO:** Nevada Department of Taxation, PO Box 7165, SAN FRANCISCO CA 94120-7165 or drop off at your local office.

**DO NOT SUBMIT A PHOTOCOPY OF A PRIOR PERIOD FORM, YOUR FILING WILL POST INCORRECTLY.**

If you have questions concerning this return, please call our Department's Call Center at: (866) 962-3707.

**\*\* For up-to-date information on tax issues, be sure to check our website -- \*\***  
<http://tax.nv.gov/> -- every January, April, July and October for Tax Notes articles.

# NEVADA DEPARTMENT OF TAXATION



## MODIFIED BUSINESS TAX INFORMATION AND FAQ'S

Effective October 1, 2003, employers who are required to pay a contribution pursuant to NRS 612.535, Nevada Unemployment Compensation Law, shall be subject to pay the excise tax on wages pursuant to NRS 363B.110, Modified Business Tax. Exceptions include Indian tribes, political subdivisions as defined in NRS 612.055, nonprofit organizations that qualify under 26 U.S.C. § 501(c), and effective July 1, 2005 any person who does not supply a product or service but who only consumes a service, such as an employer of household employees.

During Nevada's 2015 Legislative Session, Assembly Bill No. 71 (AB 71) was passed and signed into law by Governor Sandoval. This bill amended Chapters 363A and 363B of NRS, Modified Business Tax, adding new sections that allows a deduction of wages paid to certain veterans as explained below. The employer may deduct the veteran employees' wages from the total amount of wages paid by the employer, during the first four calendar quarters following the hiring of the veteran employee, and 50 percent of the wages paid by the employer to the veteran employee during the 5th through 12th calendar quarters following the hiring of the employee, providing that the following conditions have been met.

Modified Business Tax has two classifications:

**General Business** – The tax rate for most General Business employers, as opposed to Financial Institutions, is 1.475% on wages after deduction of health benefits paid by the employer and certain wages paid to qualified veterans. However, the first \$50,000 of gross wages is not taxable. For example: if the sum of all wages for the 9/15 quarter is \$101,000 after health care and qualified veteran wage deductions, the tax is \$752.25 ( $\$101,000 - \$50,000 = \$51,000 \times 0.01475$ ). These are changes that became effective July 1, 2015 pursuant to SB283 of the 2015 legislative session. A tax return will still need to be filed by all employers, even if the taxable wages are less than \$50,000 and tax due is \$0.

Prior to July 1, 2015, SB475 of the 2013 Legislative Session amended the tax rate to 1.17% on taxable wages over \$85,000 and prior to July 1, 2011, AB561 amended the tax rate 1.17% on taxable wages over \$62,500. On July 1, 2009, SB 429 created the tiered system. The sum of all taxable wages, after health care deduction, paid by the employer not exceeding \$62,500 for the calendar quarter was calculated at 0.5%. If the sum of all the wages paid by the employer exceeded \$62,500 for the calendar quarter, the tax was \$312.50 plus 1.17% of the amount the wages exceeded \$62,500. The tax rate for general business prior to July 1, 2009 was 0.63% with no threshold.

No changes were made to the tax rate for Financial Institutions which remains at 2% since its inception in October 2003.

In addition to the rate change and the deduction for qualified veteran wages pursuant to AB71, the 78<sup>th</sup>(2015) Legislative session also enacted AB165, SB412, and SB507 that created certain credits a taxpayer may be able to take against their Modified Business Tax liability. These credits all require prior approval and a credit notice from the Department before they can be taken. Please see the legislative website at [www.leg.state.nv.us](http://www.leg.state.nv.us) for further information regarding these bills.

AB 389 of the 78<sup>th</sup> Legislative Session amended NRS 616B.691 to make the client of an Employee Leasing Company the employer of the leased employees for purposes of NRS 612.

**Financial Institution-** The tax rate for financial institutions is 2% on the gross wages less employee health care benefits paid by the employer and certain wages paid to qualified veterans. Financial institutions are not provided the wage exemption afforded to general businesses and must report and pay tax at the 2% rate on all wages less the deductions. SB 483 of the 78<sup>th</sup> Legislative Session included Taxpayers who are subject to the Net Proceeds of Minerals Tax, NRS 362.100 to 362.240, in the definition of Financial Institutions and therefore liable for the tax at the 2% rate. A new Modified Business Tax Return, MBT-Mining has been developed for this reporting purpose.

In addition to the change to the Financial Institution definition and the deduction for qualified veteran wages pursuant to AB71, the 78<sup>th</sup> (2015) Legislative session also enacted AB165, SB412, and SB507 that created certain credits a Taxpayer may be able to take against their Modified Business Tax liability. These credits all require prior approval and a credit notice from the Department before they can be taken. Please see the legislative website at [www.leg.state.nv.us](http://www.leg.state.nv.us) for further information regarding these bills.

***Q. What entities qualify as Financial Institutions?***

- A. NRS 363A.050 defines a financial institution and lists 19 different categories including an institution licensed, registered or otherwise authorized to do business in this State pursuant to the provisions of title 55 or 56 of NRS or chapter 604A, 645B or 645E of NRS, or a similar institution chartered or licensed pursuant to federal law; a person licensed or registered or required to be licensed or registered pursuant to NRS 90.310, 90.330, 90.453, 686A.340 or 688C.190; and a person holding or required to hold a solicitation permit or license pursuant to NRS 692B.040, 692B.190 or 692B.260;

This definition also provides that if you are an entity related to any of the listed persons or entities, you are a Financial Institution. You should review the definition of Financial Institution to determine if you are a person or entity who should be registered as a Financial Institution. You can find the definition of Financial Institution at NRS 363A.050.

AB 103 of the 78<sup>th</sup> Legislative Session amended the definition of Financial Institution to exclude a person who sells, solicits, or negotiates insurance and whose business primarily consists of the sale, solicitation, or negotiation of insurance. As a result entities licensed as described in NRS 368A.050 who also sell insurance must certify that over 50% of their income is from insurance commissions and must inform the Department when this changes.

***Q. How is it be determined that a business qualifies as a Financial Institution?***

- A. The Department primarily looks to see what the entity is licensed or registered for. Modified Business Tax is a self-reporting tax and you are responsible for properly characterizing your business as a Financial Institution or General Business. However, the Department will classify taxpayers when it discovers through account review, audit, a lead or other research that a company falls into one of the definitions under NRS 363A.050.

***Q. How do I dispute my classification as a Financial Institution?***

- A. A dispute may be made by filing a petition through a letter with the Department. The petition must include a description of the business, a statement of all the grounds upon which the person challenges

the classification, and such financial records and documents as may be necessary to substantiate the claim.

**Q. Who is affected?**

A. All Employers.

**Q. How do I register for this tax?**

A. When you register with the Nevada Employment Security Division (ESD) for Unemployment Compensation for your employees you are automatically registered with the Department of Taxation for Modified Business Tax. You will start receiving tax returns from the Department of Taxation. They will be sent to you at the same address you have registered with the Employment Security Division. If you would like your Modified Business Tax returns to be sent to a different address you must notify the Department of Taxation by phone or in writing.

**Q. Who do I pay this tax to?**

A. This tax is paid to the Department of Taxation.

**Q. When is the tax due?**

A. Tax for each calendar quarter is due on the last day of the quarter and is to be paid on or before the last day of the month following the quarter. For example, the tax return and remittance for October 1, 2014 through December 31, 2014 was due on or before January 31, 2015. A return must be filed for each period even if no gross wages were paid during the period.

**Q. Do I also pay the unemployment compensation contributions to the Employment Security Division?**

A. Yes.

**Q. What are gross wages?**

A. Gross wages are the total wages paid by the employer during the calendar quarter. This amount should include reported tips.

**Q. Are there any allowable deductions from gross wages?**

A. Yes. There is a deduction for qualified health insurance/health benefit plans for employees paid by the employer. This does not include premiums being repaid to the employer by the employee.

Effective July 1, 2015, AB71 of the 78<sup>th</sup> Legislative session enacted a deduction for certain wages of qualified veterans. The veteran must meet specific qualifications and provide the employer documentation regarding Unemployment Benefits received. This documentation along with a signed affidavit from the employer must be attached to the Modified Business Tax return when taking this deduction. Please see the legislative website at [www.leg.state.nv.us](http://www.leg.state.nv.us) for further information regarding AB71.

**Q. Are employees' dependents included in the allowable deduction?**

A. Yes, if the premiums, claims, etc. are paid by the employer.

**Q. Are employee dental and vision insurance premiums considered allowable health insurance/health benefit plan?**

A. Yes, as long as they are paid by the employer.

**Q. *My company is self-insured; does that qualify for the deduction?***

A. Yes. There is a provision for amounts paid for claims and direct administrative services

**Q. What about amounts paid by an employer to a Taft-Hartley Trust for participation in an employee welfare benefit plan?**

A. These amounts would also qualify for the deduction.

**Q. What if the amounts paid for premiums, claim, etc. exceed the amount of gross wages for the quarter?**

A. The excess amount may be carried forward to be applied as an offset to the gross wages in the following quarter.

**Q. Do amounts paid for health care or premiums paid for insurance for any industrial injury or occupational diseases qualify for the deduction?**

A. No.

**Q. *Can I deduct these taxes from the employee's wages?***

A. No.

**Q. *What if I, as an employer, pay \$300 per employee per quarter for health insurance premiums, and the employee pays \$100 per quarter for a total of \$400 paid to the insurance company. How much can I deduct from gross wages?***

A. You can deduct \$300 per employee per quarter.

**Q. *If I do not own a business but I hire domestic help in my home, am I required to pay this tax?***

A. Effective July 1, 2005 you are considered to be a consumer of service only and not required to pay this tax on their wages, even if the wages are over \$1000 a calendar quarter.

**Q. *What if I make a mistake? How do I amend my return?***

A. To communicate amendments or corrections that need to be made on a tax return, an 'amended return' must be mailed to the Department reflecting these changes in the following manner.

1. Include a copy of the original return
2. Write the word "AMENDED" in black ink in the upper right-hand corner of the return.
3. Line-through the original figures, in black ink, leaving original figures legible.
4. Enter corrected figures, in black ink, next to or above the lined-through figures.

5. Enter amount of credit claimed (if any) or amount due.
6. Include a written explanation and documentation (such credit memos, exemption certificates, adjustments, etc.) substantiating the basis of the amendment(s).
7. If the amended return results in a credit, a credit will be used first to satisfy current liabilities or future liabilities unless a refund is specifically requested. Please note on the amended return if you are requesting a refund.
8. If additional tax is due, please remit payment along with applicable penalty and interest

The Department will send you a written notice when a credit request has been processed and the credit is available for use or refund. Please do not apply a credit to future returns prior to receiving Department notification that the credit is available.

**NEVADA DEPARTMENT OF TAXATION**

TXR-020.04  
MBT-GB  
Revised 12/15/15

**MODIFIED BUSINESS TAX RETURN  
GENERAL BUSINESS** (Effective July 1, 2015)

Mail Original To: NEVADA DEPARTMENT OF TAXATION  
PO BOX 7165  
SAN FRANCISCO, CA 94120-7165

TID NO:020-TX

FOR DEPARTMENT USE ONLY

PERIOD ENDING:

DUE BY:

DATE PAID:

**IF POSTMARKED AFTER DUE DATE, PENALTY AND INTEREST WILL APPLY.** If your business name or address has changed, please contact the Call Center at (866) 962-3707 as soon as possible to update your account with the Department.

1. TOTAL GROSS WAGES (INCLUDING TIPS) PAID THIS QUARTER
- 2a. ENTER DEDUCTION FOR PAID HEALTH INSURANCE/HEALTH BENEFITS PLAN):
- 2b. ENTER DEDUCTION FOR QUALIFIED VETERANS WAGES (See Instructions)
3. Line 1 minus Line 2a and Line 2b
4. Offset Carried Forward from Previous Quarter
5. Line 3 minus Line 4
6. TAXABLE WAGES (If line 5 is greater than zero enter amount here, if less than zero enter on Line 17)
7. ENTER THRESHOLD OF \$50,000.
8. TAXABLE WAGES (Line 5 minus Line 7, but not less than \$0)
9. CALCULATED TAX (Line 8 x .01475)
10. CREDITS (Overpayments or other approved credits, see instructions)
11. NET TAX DUE (Line 9 minus Line 10)
12. PENALTY (LINE 11 x 0% see instructions)
13. INTEREST (See instructions for current rate and calculation)
14. PREVIOUS DEBITS (Outstanding liabilities)
15. TOTAL AMOUNT DUE (Line 11 + Line 12 + Line 13 + Line 14)
16. AMOUNT PAID
17. CARRY FORWARD (If Line 5 is less than zero (0) enter amount here. This Offset will be carried forward for the next quarter)

1.	
2a.	
2b.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	

**MAKE CHECK PAYABLE TO NEVADA DEPT OF TAXATION - A RETURN MUST BE FILED EVEN IF NO TAX LIABILITY EXISTS**

ENTER NAME OF PERSON  
SIGNING RETURN

Signature \_\_\_\_\_ Phone \_\_\_\_\_ Date \_\_\_\_\_  
Title \_\_\_\_\_ FEIN of Business Named Above \_\_\_\_\_

I hereby certify that this return, including any accompanying schedules and statements, has been examined by me and to the best of my knowledge and belief is a true, correct and complete return. **THIS RETURN MUST BE SIGNED**

To e-mail, save this form to your computer and e-mail the attachment to:  
nevadaolt@tax.state.nv.us  
with the subject of 'Modified Business Tax Return'

TPI-01.13a

TAXPAYER INFORMATION PACKET

Revised 01-12-16

**INSTRUCTIONS - MODIFIED BUSINESS TAX RETURN - GENERAL BUSINESSES ONLY**

(Financial Institutions need to use the form developed specifically for them, TXR-021.01)

**IF YOU COMPLETE THIS FORM ONLINE THE CALCULATIONS WILL BE MADE FOR YOU**

- Line 1. Total Gross Wages - Enter the total amount of all gross wages and reported tips paid this calendar quarter
- Line 2a. Employer paid health care costs, paid this calendar quarter, as described in NRS 363B.115.
- Line 2b. Enter deduction for qualified Veterans wages. Attach employee verification of Unemployment Benefits and signed affidavit that employee meets the requirements pursuant to AB71 of the 78<sup>th</sup> (2015) legislative session.
- Line 3. Adjusted net wages. Add Line 2a and Line 2b. Subtract this sum from Line 1.
- Line 4. Offsets carried forward are created when allowable health care costs exceed gross wages in the previous quarter. If applicable, enter the previous quarter's offset here. This is not a credit against any tax due. This reduces the wage base upon which the tax is calculated.
- Line 5. Line 3 minus Line 4.
- Line 6. Net taxable wages is the amount that will be used in the calculation of the tax. If line 5 is greater than zero, this is the taxable wages. If line 5 is less than zero, then no tax is due. (This amount will be entered on line 17 as the offset carried forward for the next quarter. The offset carried forward is only limited to the health care deduction. This excludes the deduction for veterans wages.)
- Line 7. Enter the threshold of \$50,000.00. SB483 set the threshold to \$50,000.00 for quarterly wages. Tax is calculated on wages over this threshold.
- Line 8. Taxable wages. The threshold in Line 7 is subtracted from Line 5 to calculate taxable wages; do not enter an amount if less than 0.
- Line 9. Calculated Tax. Multiply Line 8 x .01475, the rate established by SB483.
- Line 10. Credits - Enter amount of overpayment of Modified Business Tax made in prior reporting periods for which you have received a Department of Taxation credit notice. **Credit notices received from the Department are not cumulative.** Do not take the credit if you have applied for a refund. NOTE: Only credits established by the Department may be used. The 78th (2015) legislative session enacted several Bills that created credits towards the Modified Business Tax that may be taken on this tax return if qualified. These credits require prior approval by the Department and a credit notice. Please attach credit notice to this return.
- Line 11. Net Tax Due - Line 9 minus Line 10. This amount is due and payable by the due date; the last day of the month following the applicable quarter. If payment of the tax is late, penalty and interest (as calculated below) are applicable.
- Line 12. Penalty - If this return will not be submitted/postmarked and the taxes paid on or before the due date as shown on the face of this return, the amount of penalty due is based on the number of days late payment is made per NAC 360.395. Determine the number of days the payments is late and multiply the net tax owed by the appropriate rate based on the table below. The result is the amount of penalty that should be entered. For example, if the taxes were due January 31, but not paid until February 15. The number of days late is 15 so the penalty is 4%. The maximum penalty amount is 10%.

Number of days late	Penalty Percentage	Multiply line 11 by:
1 - 10	2%	0.02
11 - 15	4%	0.04
16 - 20	6%	0.06
21 - 30	8%	0.08
31 +	10%	0.10

- Line 13. Interest: To calculate interest for each month late, multiply Line 11 x 0.75% (or .0075).
- Line 14. Previous Debits - Enter only those liabilities that have been established for prior quarters by the Department and for which you have received a liability notice.
- Line 15. Total Amount Due -Total lines 11 through line 14 and enter amount due.
- Line 16. Amount Paid - Enter the amount remitted with return.
- Line 17. Carry Forward - If line 5 is less than zero enter figure here. This amount will be carried forward to the next quarter (offset).

**GENERAL INFORMATION:**

GENERAL BUSINESSES MUST USE FORM TXR-020.01 FINANCIAL INSTITUTIONS MUST USE FORM TXR-021.01

Who Must File: Every employer who is subject to the Nevada Unemployment Compensation Law (NRS 612) except for non-profit 501(c) organizations, Indian tribes, and political sub-divisions.

A copy of the form NUCS 4072, as filed with Nevada Employment Security Division, does not need to be included with the original return, but should be available upon request by the Department.

Businesses that have ceased doing business (gone out of business) in Nevada must notify the Employment Security Division and the Department of Taxation in writing, the date the business ceased doing business.

**AMENDING RETURN(S):**

1. Copy of the original return.
2. The word "**AMENDED**" written in black in the upper right-hand corner of the return.
3. Line-through, in black, original figures, leaving original figures legible.
4. Enter corrected figures, in black, next to/above lined-through figures.
5. Enter amount of credit claimed (if any) or amount due.
6. Include a WRITTEN EXPLANATION AND DOCUMENTATION (credit memos, exemption certificates, adjustments to gross wages or health care deductions, etc.) substantiating the basis of the amendment(s).
7. If the amended return results in a credit, a credit will be issued to satisfy current /future liabilities unless a refund is specifically requested.
8. If additional tax is due, please remit payment along with applicable penalty and interest.

The Department will send written notice when a credit request has been processed and the credit is available for use/refund.

**Please do not use/apply a credit prior to receiving Departmental notification that it is available.**

**\*\*****For up-to-date information on tax issues, be sure to check our website <http://tax.nv.gov/>****\*\***

If you have questions, please contact the Department of Taxation Call Center: (866) 962-3707.

**NEVADA DEPARTMENT OF TAXATION**

TXR-021.04  
MBT-FI  
Revised 12/15/15

**MODIFIED BUSINESS TAX RETURN  
FINANCIAL INSTITUTIONS** (Revised July 1, 2015)

Mail Original To: NEVADA DEPARTMENT OF TAXATION  
PO BOX 7165  
SAN FRANCISCO, CA 94120-7165

TID NO:021-TX

FOR DEPARTMENT USE ONLY

PERIOD ENDING:

DUE BY:

DATE PAID:

**IF POSTMARKED AFTER DUE DATE, PENALTY AND INTEREST WILL APPLY.** If your business name or address has changed, please contact the Call Center at (866) 962-3707 as soon as possible to update your account with the Department.

1. TOTAL GROSS WAGES (INCLUDING TIPS) PAID THIS QUARTER
- 2a. ENTER DEDUCTION FOR PAID HEALTH INSURANCE/HEALTH BENEFITS PLAN):
- 2b. ENTER DEDUCTION FOR QUALIFIED VETERANS WAGES (See Instructions)
3. Line 1 minus Line 2a and Line 2b
4. Offset Carried Forward from Previous Quarter
5. Line 3 minus Line 4
6. TAXABLE WAGES (If line 5 is greater than zero enter amount here, if less than zero enter on Line 15)
7. CALCULATED TAX 2% OR .02 X Line 6
8. CREDITS (Overpayments or other approved credits, see instructions)
9. NET TAX DUE (Line 7 minus Line 8)
10. PENALTY (See instructions for calculation)
11. INTEREST (See instructions for current rate and calculation)
12. PREVIOUS DEBITS (Outstanding liabilities)
13. TOTAL AMOUNT DUE (Line 9 + Line 10 + Line 11 + Line 12)
14. AMOUNT PAID
15. CARRY FORWARD (If Line 5 is less than zero (0) enter amount here. This Offset will be carried forward for the next quarter)

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**MAKE CHECK PAYABLE TO NEVADA DEPT OF TAXATION - A RETURN MUST BE FILED EVEN IF NO TAX LIABILITY EXISTS**

ENTER NAME OF PERSON  
SIGNING RETURN

Signature  Phone  Date   
Title  FEIN of Business Named Above

I hereby certify that this return, including any accompanying schedules and statements, has been examined by me and to the best of my knowledge and belief is a true, correct and complete return. **THIS RETURN MUST BE SIGNED**

To e-mail, save this form to your computer and e-mail the attachment to:  
nevadaolt@tax.state.nv.us  
with the subject of 'Modified Business Tax Return'

TPI-01.13a

TAXPAYER INFORMATION PACKET

Revised 01-12-16

**INSTRUCTIONS - MODIFIED BUSINESS TAX RETURN - FINANCIAL BUSINESSES ONLY**  
(General Businesses need to use the form developed specifically for them, TXR-020.01)

- Line 1. Total Gross Wages - Enter the total amount of all gross wages and reported tips paid this calendar quarter.
- Line 2a. Employer paid health care costs, paid this calendar quarter.
- Line 2b. Enter deduction for qualified Veterans wages. Attach employee verification of Unemployment Benefits and signed affidavit that employee meets the requirements pursuant to AB71 of the 78<sup>th</sup> (2015) legislative session.
- Line 3. Line 1 minus Line 2a and Line 2b.
- Line 4. Offsets carried forward are created when allowable health care costs exceed gross wages in the previous quarter. If applicable, enter the previous quarter's offset here. This is not a credit against any tax due. This reduces the wage base upon which the tax is calculated.
- Line 5. Line 3 minus Line 4.
- Line 6. Taxable wages is the amount that will be used in the calculation of the tax. If line 5 is greater than zero, this is the taxable wages. If line 5 is less than zero, then no tax is due. (This amount will be entered on line 15 as the offset carried forward for the next quarter. The offset carried forward is only limited to the health care deduction. This excludes the deduction for veterans wages.)
- Line 7. Calculate Tax Due: Taxable wages x (rate shown on line 7) = the tax due. (Rate Varies by Period End Date according to Tax Laws)
- Line 8. Credits - Enter the amount of overpayment of Modified Business Tax made in prior reporting periods for which you have received a Department of Taxation credit notice. Do not take the credit if you have applied for a refund. NOTE: Only credits established by the Department may be used. The 78<sup>th</sup> (2015) legislative session enacted several Bills that created credits towards the Modified Business Tax that may be taken on this tax return if qualified. These credits require prior approval by the Department and a credit notice. Please attach credit notice to this return.
- Line 9. Net Tax Due - Line 7 minus Line 8. This amount is due and payable by the due date; the last day of the month following the applicable quarter. If payment of the tax is late, penalty and interest (as calculated below) are applicable.
- Line 10. If this return is not submitted/postmarked and taxes are not paid on or before the due date as shown on the face of this return, the amount of penalty due is based on the number of days the payment is late per NAC 360.395 (see table below). The maximum penalty amount is 10%.
- | Number of days late | Penalty Percentage | Multiply by: |
|---------------------|--------------------|--------------|
| 1 - 10              | 2%                 | 0.02         |
| 11 - 15             | 4%                 | 0.04         |
| 16 - 20             | 6%                 | 0.06         |
| 21 - 30             | 8%                 | 0.08         |
| 31 +                | 10%                | 0.10         |
- Line 11. To calculate interest multiply Line 9 x 0.75% (or .0075) for each month late.
- Line 12. Previous Debits - Enter only those liabilities that have been established for prior quarters by the Department and for which you have received a liability notice.
- Line 13. Total Amount Due - Total lines 9 through line 12 and enter amount due.
- Line 14. Amount Paid - Enter the amount remitted with return.
- Line 15. Carry Forward - If line 5 is less than zero enter figure here. This amount will be carried forward to the next quarter (offset).

**GENERAL INFORMATION:**

GENERAL BUSINESSES MUST USE FORM TXR-020.01 FINANCIAL INSTITUTIONS MUST USE FORM TXR-021.01

Who Must File: Every employer who is subject to the Nevada Unemployment Compensation Law (NRS 612) except for non-profit 501(c) organizations, Indian tribes, and political sub-divisions.

A copy of the form NUCS 4072, as filed with Nevada Employment Security Division, does not need to be included with the original return, but should be available upon request by the Department. Businesses that have ceased doing business (gone out of business) in Nevada must notify the Employment Security Division and the Department of Taxation in writing, the date the business ceased doing business. The Department will send written notice when a credit request has been processed and the credit is available for use/refund.

**Please do not use/apply a credit prior to receiving Departmental notification that it is available.**

\*\* For up to date information on tax issues, be sure to check our website <http://tax.nv.gov> \*\*

**NEVADA DEPARTMENT OF TAXATION**  
**MODIFIED BUSINESS TAX RETURN**  
**Mining** (Beginning July 1, 2015)

Mail Original To: NEVADA DEPARTMENT OF TAXATION  
PO BOX 7165  
SAN FRANCISCO, CA 94120-7165

TID No:023-TX-

FOR DEPARTMENT USE ONLY

Period Ending:

Due on or before:

Date paid:

**IF POSTMARKED AFTER DUE DATE, PENALTY AND INTEREST WILL APPLY**

If your business name or address has changed, please contact the Call Center at (866) 962-3707 as soon as possible to update your account with the Department

1. TOTAL GROSS WAGES (INCLUDING TIPS) PAID THIS QUARTER
- 2a. ENTER DEDUCTION FOR PAID HEALTH INSURANCE/HEALTH BENEFITS PLAN
- 2b. ENTER DEDUCTION FOR QUALIFIED VETERANS WAGES (See Instructions)
3. NET WAGES (Line 1 minus Line 2a and line 2b)
4. Offset Carried Forward from Previous Quarter
5. Line 3 minus Line 4
6. TAXABLE WAGES (If line 5 is greater than zero enter amount here, if less than zero enter on Line 15)
7. CALCULATED TAX (2% OR .02 X Line 6)
8. CREDITS (Overpayments or other approved credits, see instructions)
9. NET TAX DUE (Line 7 minus Line 8)
10. PENALTY (See Instructions for calculation)
11. INTEREST (See instructions for current rate and calculation)
12. PREVIOUS DEBITS (Outstanding liabilities)
13. TOTAL AMOUNT DUE (Line 9 + Line 10 + Line 11 + Line 12)
14. AMOUNT PAID
15. CARRY FORWARD (If Line 5 is less than zero (0) enter amount here. This Offset will be carried forward for the next quarter)

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**MAKE CHECK PAYABLE TO NEVADA DEPT OF TAXATION - A RETURN MUST BE FILED EVEN IF NO TAX LIABILITY EXISTS**

ENTER NAME OF PERSON  
SIGNING THIS RETURN

Signature

Title

Phone Number

Date

FEIN of Business Named Above

I hereby certify that this return, including any accompanying schedule and statements, has been examined by me and to the best of my knowledge and belief is a true, correct and complete return. **THIS RETURN MUST BE SIGNED**

To e-mail, save this form to your computer

and e-mail the attachment to:

nevadaolt@tax.state.nv.us with the subject of  
'Modified Business Tax Return'

TPI-01.13a

TAXPAYER INFORMATION PACKET

Revised 01-12-16

**INSTRUCTIONS - MODIFIED BUSINESS TAX RETURN - MINING**  
(General Businesses need to use the form developed specifically for them, TXR-020.01)

- Line 1. Total Gross Wages - Enter the total amount of all gross wages and reported tips paid this calendar quarter.
- Line 2a. Employer paid health care costs, paid this calendar quarter.
- Line 2b. Enter deduction for qualified Veterans wages. Attach employee verification of Unemployment Benefits and signed affidavit that employee meets the requirements pursuant to AB71 of the 78<sup>th</sup> (2015) legislative session.
- Line 3. Net taxable wages equals Line 1 minus Line 2a minus Line 2b.
- Line 4. Offsets carried forward are created when allowable health care costs exceed gross wages in the previous quarter. If applicable, enter the previous quarter's offset here. This is not a credit against any tax due. This reduces the wage base upon which the tax is calculated.
- Line 5. Line 3 minus Line 4.
- Line 6. Taxable wages is the amount that will be used in the calculation of the tax. If line 5 is greater than zero, this is the taxable wages. If line 5 is less than zero, then no tax is due. (This amount will be entered on line 15 as the offset carried forward for the next quarter. The offset carried forward is only limited to the health care deduction. This excludes the deduction for veterans wages.)
- Line 7. Calculate Tax Due - Taxable wages x (rate shown on line 7) = the tax due. (Rate Varies by Period End Date according to Tax Laws)
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- Line 9. Net Tax Due - Line 7 minus Line 8. This amount is due and payable by the due date; the last day of the month following the applicable quarter. If payment of the tax is late, penalty and interest (as calculated below) are applicable.
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- | Number of days late | Penalty Percentage | Multiply by: |
|---------------------|--------------------|--------------|
| 1 - 10              | 2%                 | 0.02         |
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| 21 - 30             | 8%                 | 0.08         |
| 31 +                | 10%                | 0.10         |
- Line 11. To calculate interest for each month late, multiply Line 9 x 0.75% (or .0075).
- Line 12. Previous Debits - Enter only those liabilities that have been established for prior quarters by the Department and for which you have received a liability notice.
- Line 13. Total Amount Due - Total lines 9 through line 12 and enter amount due.
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- Line 15. Carry Forward - If line 5 is less than zero enter figure here. This amount will be carried forward to the next quarter (offset).

**GENERAL INFORMATION:**

GENERAL BUSINESSES MUST USE FORM TXR-020.01 FINANCIAL INSTITUTIONS MUST USE FORM TXR-021.01

**Who Must File:** Every employer who is subject to the Nevada Unemployment Compensation Law (NRS 612) except for non-profit 501(c) organizations, Indian tribes, and political sub-divisions. A copy of the form NUCS 4072, as filed with Nevada Employment Security Division, does not need to be included with the original return, but should be available upon request by the Department. Businesses that have ceased doing business (gone out of business) in Nevada must notify the Employment Security Division and the Department of Taxation in writing, the date the business ceased doing business. The Department will send written notice when a credit request has been processed and the credit is available for use/refund. **Please do not use/apply a credit prior to receiving Departmental notification that it is available.**

\*\* For up to date information on tax issues, be sure to check our website: <http://tax.nv.gov> \*\*

## NEVADA DEPARTMENT OF TAXATION



### COMMERCE TAX INFORMATION AND FAQ'S

As of: September 8, 2015

**Q: *What is the Commerce Tax?***

A: The Commerce Tax is an annual tax imposed on the Nevada gross revenue of each business entity engaged in business in this State. Each business entity subject to the tax must file a return; however, there is no tax liability unless a business's Nevada gross revenue in a taxable fiscal year exceeds four million dollars (\$4,000,000.)

**Q: *What is the taxable fiscal year of the Commerce Tax?***

A: The taxable fiscal year is the 12 month period beginning July 1st and ending on June 30th.

**Q: *What should I do if my business uses a different taxable year for reporting its revenue for federal tax purposes?***

A: A business would use its internal records kept on a monthly basis to calculate and report its Nevada gross revenue from July 1st thru June 30th each year.

**Q: *When is the tax due?***

A: The tax return and payment are due on or before the 45th day following the last day of the taxable year (June 30th). The first return and payment are due on August 15, 2016.

**Q: *How do I know if I qualify as a "business" subject to the Commerce Tax?***

A: A Business is defined as any activity engaged in or caused to be engaged in with the object of gain, benefit or advantage, either direct or indirect, to any person or governmental entity. (Section 3 of Senate Bill 483). A "business entity" means a corporation, S corporation, partnership, proprietorship, limited-liability company, business association, joint venture, limited-liability partnership, business trust, professional association, joint stock company, holding company and any other person engaged in a business. (Section 4 of Senate Bill 483)

**Q: *What is the tax rate for the Commerce Tax?***

A: The tax rate is based on the industry code (NAICS code) of the business entity. The industry rates are as follows:

## COMMERCE TAX INFORMATION AND FAQ'S

As of: September 8, 2015

NAICS Category	INDUSTRY	Tax Rate
11	Agriculture, Forestry, Hunting	.063%
21	Mining, Quarrying, Oil and Gas Extraction	.051%
22/517	Utilities and Telecommunications	.136%
23	Construction	.083%
31-33	Manufacturing	.091%
42	Wholesale Trade	.101%
44-45	Retail Trade	.111%
481	Air Transportation	.058%
484	Truck Transportation	.202%
482	Rail Transportation	.331%
483, 485-488, 491-492	Other Transportation	.129%
493	Warehousing and Storage	.128%
511, 512, 515, 518	Publishing, Software, Data Processing	.253%
52	Finance and Insurance	.111%
53	Rental & Leasing	.25%
54	Professional, Scientific or Technical Services	.181%
55	Management of Companies and Enterprises	.137%
561	Administrative and Support Services	.154%
562	Waste Management and Remediation Services	.261%
61	Education Services	.281%
62	Health Care and Social Assistance	.190%
71	Arts, Entertainment and Recreation	.24%
721	Accommodations	.20%
722	Food Services and Drinking Places	.194%
81	Other Services	.142%
Unclassified	Unclassified Business	.128%

**Q: How do I determine my industry code (NAICS code)?**

A: Most taxpayers will already have a NAICS code that has been used to register with the Secretary of State, the Employment Security Division and/or the Modified Business tax among others. If you are unsure whether the category you have previously used is the category of your business or you do not know your NAICS code, you may find the following link to the NAICS search tool useful.

<http://www.naics.com/search/>

**Q: What if I have more than one business industry in a single entity, which NAICS do I use?**

A: A business entity's NAICS is determined by the type of business the entity is. For instance, an auto body shop would be in the Other Services Category (NAICS beginning with 81) (regardless of whether in any given month it sold more tangible personal property than it provided services) because its business is providing auto body services.

Gaming Entities can fall under one of three different NAICS codes for purposes of the Commerce Tax based on activity that accompanies the gaming:

Hotel Casino

Accommodations Category

Taverns / Restaurants with Gaming

Food Services and Drinking Places Category

Slot Machine Parlors

Arts and Entertainment Category

**Q: What if I have a single business entity and I do not have one business industry type.**

A: If a single business entity has multiple types of businesses under its single entity that would not fall under the same NAICS code (like a pizza parlor and Laundromat), the NAICS would be the category where the highest percentage of revenue comes from.

**Q: What if I do not have gross revenue of \$4,000,000, do I still have to file a return?**

A: Yes, every business entity subject to the Commerce Tax is required to file a return whether they have a tax liability or not. However, those entities that do not have \$4,000,000 in gross revenue will only be required to provide a simplified version of the tax return and will not be required to provide any additional information.

**Q: Are there any entities that are not subject to the Commerce Tax?**

A: Yes, some entities such as 501(c)s, governmental entities and passive entities are excluded from the definition of business and therefore not subject to the Commerce Tax. Please see Section 4(2) of Senate Bill 483 for a full list of excluded entities.

**Q: Is there a grace period for the first filing of this tax?**

A: Yes, while it is expected that each business entity will do its best to fully comply with the Commerce Tax provision, there is a grace period until February 15, 2017 whereby no interest or penalty will be assessed for failure to comply unless the failure was intentional or due to willful neglect.

**Q: How do I determine my gross revenue?**

A: The gross revenue of a business entity is determined by taking the total amount from engaging in a business in this State with no deduction for, cost of goods sold or other expenses incurred in operating the business. Revenue that is not included as gross revenue can be found in Section 8(3) of Senate Bill 483.

**Q: How do I determine my Nevada gross revenue?**

A: Nevada gross revenue includes the amounts of revenue received as follows:

- 1) For revenue related to the sale, lease, or royalties of tangible personal property sold to a consumer who is located in Nevada whether it is shipped, delivered into Nevada or purchased at a physical location in Nevada.
- 2) For revenue related to the sale of services, it is the location where the benefit is received by the purchaser. The purchaser is located in Nevada or the service is provided by a Nevada business for a benefit in Nevada.

- 3) For transportation services, it is whether the transport both begins and ends at points located in Nevada.
- 4) For real property sales, rents or royalties if the real property is located in Nevada.

**Q: Are there any allowable deductions?**

A: Yes, there are various deductions that may be taken. The deductions are described in Section 21 of Senate Bill 483.

**Q: If Federal law prohibits the taxing of gross receipts in certain circumstances, would my business still have to file a Commerce Tax Return?**

A: Yes, all business entities are required to file a return. However, any gross revenue prohibited from taxing pursuant to the Constitution or laws of the United States or the Nevada Constitution is a deduction from gross revenue pursuant to Section 21 of Senate Bill 483.

For instance, certain state or local gross receipts taxes on aviation commerce are preempted by a federal aviation statute on taxation (49 U.S.C. Section 40116, also known as the Anti-Head Tax Act ("AHTA")). Businesses that are under the AHTA would not include revenue from those transactions but may have other revenue that would be subject to the Commerce Tax.

**Q: If I am liable for the Commerce Tax, are there any credits towards other taxes due to the State?**

A: Yes, an employer (as defined in NRS 363A.130 and NRS 363B.130) is entitled to take a credit equal to 50% of the amount of the Commerce Tax paid for the preceding Commerce Tax taxable year and apply it to their tax due for Modified Business Tax.

**Q: How long do I have to use my credit towards my Modified Business Tax liability?**

A: The credit may be taken on the 1st 4 quarters immediately following the end of the taxable fiscal year for which the Commerce Tax was paid. (Calendar year quarters ending 3rd, 4th, 1st and 2nd of every year.)

**Q: What if I pay my Commerce Tax late, do I still get to take the credit for the 4 quarters of Modified Business Tax?**

A: If you pay the Commerce Tax late, you will have to amend the applicable Modified Business Tax return in

**Q: Will I get a refund if my Modified Business order to take the credit. For example, if you pay the Commerce Tax in November and have already filed the 3rd quarter Modified Business Tax return, you will need to amend the 3rd quarter Modified Business Tax return in order to take the credit on the 3rd quarter's return. Tax liability is less than my allowed credit?**

A: No, the amount of credit used for a calendar quarter may not exceed the amount due for a calendar quarter and any unused credit may not be carried forward beyond the 4th quarter immediately following the end of the taxable fiscal year for which the Commerce Tax was paid. A Taxpayer is not entitled to a refund of any unused credit.

## NEVADA DEPARTMENT OF TAXATION



### TIRE SURCHARGE FEE

#### TIRE RETAILER INFORMATION SHEET

Per NRS 444A, effective January 1, 1992, a tire surcharge fee of \$1.00 per tire for a vehicle, shall be collected. "Tire for a vehicle" includes a tire for a motorized vehicle that is 12 inches or larger in diameter, but does not include a recapped tire or used tire which is sold again. "Vehicle" means any device in, upon or by which any person or property is or may be transported or drawn upon land. The term does not include:

- a) Devices moved by human or electrical power;
- b) Commercial coaches as defined in NRS 489.062; and
- c) Mobile homes as defined in NRS 489.120.

A retailer who sells a new tire for a vehicle to a customer for his use and not for resale shall collect, along with the applicable Sales and Use Tax, the fee of \$1.00 per tire. The seller shall remit 95 percent of the collections to the Department of Taxation on the Tire Surcharge Fee Return. The remaining 5 percent may be retained by the seller to cover his related administrative costs. The tax is due the last day of the following month.

To register as a tire retailer in the State of Nevada, send a copy of your completed Nevada Business Registration, noting "Sale of Tires" to the Department of Taxation at 1550 College Parkway #115, Carson City, NV 89706. The Tire Tax Return will be sent on a monthly basis.

If you have questions or are no longer selling tires at retail, please contact the Tire Tax Examiner, in the Carson City Taxation office at (775) 684-2117 or by writing to the Department of Taxation at the address shown above.

**NEVADA DEPT OF TAXATION**  
**TIRE SURCHARGE FEE RETURN**

Print Form

Mail Original to:  
 Nevada Department of Taxation  
 1550 College Parkway, Rm. 115  
 Carson City, NV 89706  
 Phone: (775) 684-2000

TID or  
 Account No.

FOR DEPARTMENT USE ONLY

Amount \_\_\_\_\_  
 Check # \_\_\_\_\_  
 Date \_\_\_\_\_  
 Initials \_\_\_\_\_

For month ending 12/31/13  
 Due on or before 01/31/14  
 Date paid 01/28/14

If the name or address as shown is incorrect, if the ownership or business location has changed, or if you are out of business, notify a Nevada Department of Taxation District Office immediately.

A RETURN MUST BE FILED EVEN IF NO FEE LIABILITY			
1.	Total Tires	x \$1.00 per tire =	\$
2.	Less Administrative Allowance 5% (.05 x Line 1)		\$ ( )
3.	Net Taxes Due and Payable (Line 1 minus Line 2)		\$
4.	Total Penalties (SEE INSTRUCTIONS) (For periods prior to 4/1/2007 the penalty is 10%)		\$ 0.00
5.	Total Interest (SEE INSTRUCTIONS) (Rate change effective 7/1/2011 to .75% for each month)		\$
6.	Plus debits as established by the Department of Taxation		\$
7.	Minus credits as established by the Department of Taxation		\$ ( )
8.	Total Due and Payable (Line 3 + Line 4 + Line 5 + Line 6 - Line 7)		\$
?	Total Amount Remitted with Return		\$

**DO NOT COMBINE THIS TAX WITH ANY OTHER TAXES**

**MAKE CHECKS PAYABLE TO NEVADA DEPARTMENT OF TAXATION**

I hereby certify that this return, including any accompanying schedules and statements, has been examined by me and to the best of my knowledge and belief is a true, correct and complete return.

SIGNATURE	PHONE NUMBER
PRINT NAME	FEDERAL ID OR SOCIAL SECURITY NUMBER
TITLE	DATE

## TIRE RETAILER INFORMATION

Per NRS 444A, effective January 1, 1992, a tire surcharge fee of \$1.00 per tire for a vehicle, shall be collected.

"Tire for a vehicle" includes a tire for a motorized vehicle that is 12 inches or larger in diameter, but does not include a recapped tire or used tire which is sold again. "Vehicle" means any device in, upon or by which any person or property is or may be transported or drawn upon land. The term does not include:

- a) Devices moved by human or electrical power;
- b) Commercial coaches as defined in NRS 489.062; and
- c) Mobile homes as defined in NRS 489.120.

A person who sells a new tire for a vehicle to a customer for his use and not for resale shall collect from the purchaser, at the time he collects the applicable sales and use taxes for the sale, a fee of \$1.00 per tire. The seller shall transmit 95 percent of the collections to the Department of Taxation on forms provided. Currently, the tax is due the last day of the following month. The remaining 5 percent may be retained by the seller to cover his related administrative costs.

## TIRE SURCHARGE FEE RETURN INSTRUCTIONS

**NOTE:** If Line 1 on the return is 'zero' stop there and go to the Signature portion of the Return.

1. Enter the total number of tires sold in the month, multiply by \$1 and enter that amount on Line 1.
2. Multiply the total on Line 1 by 5% (.05) and enter that amount on Line 2.
3. Subtract amount on Line 2 from amount on Line 1 and enter total on Line 3.
4. If this return and payment will not be submitted/postmarked and the taxes paid on or before the due date as shown on the face of the return, the amount of penalty due will be based on the number of days the late payment is made per NAC 360.395. The maximum penalty amount is 10%. Determine the number of days the payment is late and multiply the net tax owed by the appropriate rate shown in the table below. The result is the amount of penalty that should be entered. For example: the taxes are due January 31 but not paid until February 15. The number of days late is 15 so the penalty is 4%.

Number of days late	Penalty Percentage	Multiply by:
1 - 10	2%	0.02
11 - 15	4%	0.04
16 - 20	6%	0.06
21 - 30	8%	0.08
31 +	10%	0.10

For reporting periods prior to April 1, 2007 the penalty is 10%.

5. If this return and payment will not be postmarked and the taxes paid on or before the due date as shown on the return, enter the interest on Line 5. Note: 7/1/2011 interest rate change: To calculate interest for each month late after 7/1/2011, multiply Line 21  $\times 0.75\%$  (or .0075). To calculate interest for each month late from 7/1/1999 through 6/30/2011, multiply Line 21  $\times 1\%$  (or .01).
6. Enter any amount due for prior periods for which you have received a Billing for tire tax.
7. Enter the amount due to you for overpayments made in prior periods for which you have received a credit notice. Do not take the credit if you have asked for a refund. NOTE: Only credits established by the Department may be used.
8. Add Line 3 to Lines 4, 5 and 6. Continue by subtracting Line 7 from that sum. This is the Total Due and Payable to be entered on Line 8.
9. Enter the total amount remitted with this return on Line 9.

Mail to: Nevada Department of Taxation  
1550 College Parkway, Suite 115  
Carson City, NV 89706

If you have questions concerning this return, please contact the Carson City District Office at 775-684-2117.

TIRE SURCHARGE FEE RETURN  
EXC-TIRE-01.01

7/1/2011

TPI-01.13a  
TAXPAYER INFORMATION PACKET  
Revised 01-12-16

## NEVADA DEPARTMENT OF TAXATION



### HOW TO AMEND OR CORRECT A RETURN

#### (INSTRUCTIONS APPLY TO ALL TAX TYPES)

To communicate amendments or corrections that need to be made on a tax return, an 'amended return' must be submitted to the Department reflecting these changes in the following manner.

1. Include a copy of the original return.
2. Write the word "AMENDED" in black in the upper right-hand corner of the return.
3. Line-through the original figures, in black, **leaving original figures legible.**
4. Enter corrected figures, in black, next to or above the lined-through figures.
5. Enter amount of credit claimed (if any) or amount due.
6. Include a WRITTEN EXPLANATION AND DOCUMENTATION (such as credit memos, exemption certificates, adjustments, etc.) substantiating the basis of the amendment(s).
7. If the amended returns results in a credit, a credit will be issued to satisfy current/future liabilities.

If additional tax is due, please remit payment along with applicable penalty and interest.

The Department will send written notice when a credit request has been processed and the credit is available for use or refund if no longer in business. **Please do not use or apply a credit prior to receiving Departmental notification that the credit is available.**

**Please see example on next page.**

## NEVADA DEPARTMENT OF TAXATION

TID No: 001-TX-

## COMBINED SALES AND USE TAX RETURN

This return is for use by sellers of tangible personal property. If you are not a seller or no longer sell, please notify the Department of Taxation.

MAIL ORIGINAL TO:

STATE OF NEVADA - SALES/USE  
PO BOX 7165  
SAN FRANCISCO, CA 94120-7165

For Department Use Only

Sample

AMENDED

For Month Ending :

Due on or before:

Date paid:

If the name or address as shown is incorrect, if the ownership or business location has changed, or if you are out of business, notify a Nevada Department of Taxation District Office immediately.

IF POSTMARKED AFTER DUE DATE, PENALTY AND INTEREST WILL APPLY

**A RETURN MUST BE FILED EVEN IF NO TAX LIABILITY EXISTS**  
**SALES TAX**

ENTER AMOUNTS IN COUNTY OF SALES/USE (OR COUNTY OF DELIVERY)	TOTAL SALES	EXEMPT SALES	TAXABLE SALES	TAX RATE	CALCULATED TAX
TAX CALCULATION FORMULA	COLUMN A	- COLUMN B	= COLUMN C	x COLUMN D	= COLUMN E
01 CHURCHILL	500.00		500.00	7.600%	40.75
02 CLARK	5,000.00		5,000.00	8.150%	407.50
03 DOUGLAS				7.100%	
04 ELKO				6.850%	
05 ESMERALDA				6.850%	
06 EUREKA				6.850%	
07 HUMBOLDT				6.850%	
08 LANDER				7.100%	
09 LINCOLN				7.100%	
10 LYON				7.100%	
11 MINERAL				6.850%	
12 NYE				7.600%	
13 CARSON CITY				7.600%	
14 PERSHING				7.100%	
15 STOREY				7.600%	
16 WASHOE				7.725%	
17 WHITE PINE				7.725%	
TOTALS	5,000.00		5,000.00		40.75

## USE TAX

AMOUNT SUBJECT TO USE TAX	TAX RATE	CALCULATED TAX
COLUMN F	x COLUMN G	= COLUMN H
	7.600%	
	8.150%	
	7.100%	
	6.850%	
	6.850%	
	6.850%	
	6.850%	
	7.100%	
	7.100%	
	7.100%	
	6.850%	
	7.600%	
	7.600%	
	7.725%	
	7.725%	

18. TOTAL CALCULATED SALES (18a) AND USE (18b) TAX

SUM OF COLUMN E → 18a.

407.50

19. ENTER COLLECTION ALLOWANCE FOR TIMELY FILING (LINE 18a x .25% or .0025)

19. 10 1.02

20. NET SALES TAX (LINE 18a - LINE 19)

20. 406.48

SUM OF COLUMN H → 18b.

COLLECTION ALLOWANCE IS FOR SALES TAX ONLY THERE IS NO COLLECTION ALLOWANCE FOR USE TAX

40.65

I HEREBY CERTIFY THAT THIS RETURN INCLUDING ANY ACCOMPANYING SCHEDULE AND STATEMENTS HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT AND COMPLETE RETURN.

RETURN MUST BE SIGNED

SIGNATURE OF TAXPAYER OR AUTHORIZED AGENT

TITLE PHONE NUMBER (WITH AREA CODE)

FEDERAL TAX ID NUMBER (EIN OR SSN)

DATE



Explanation: Added too many zeros in sales figures. Sales were only \$500.00

MAKE CHECKS PAYABLE TO:  
NEVADA DEPARTMENT OF TAXATION

TPI-01.13a

TAXPAYER INFORMATION PACKET

Revised 01-12-16



## WHAT YOU NEED TO KNOW ABOUT NEVADA'S LIVE ENTERTAINMENT TAX

Enacted in 2004, Live Entertainment Tax is administered by two State agencies, the Gaming Control Board for live entertainment events held within licensed gaming establishments; and the Department of Taxation for live entertainment events held in other venues and live entertainment provided by escorts and escort services. Laws governing the Live Entertainment Tax are Nevada Revised Statute (NRS) Chapter 368A -Tax on Live Entertainment; and Nevada Administrative Code (NAC) Chapter 368A. Both can be found on the Nevada Legislature's website at <http://www.leg.state.nv.us/>.

**If you are a licensed gaming establishment please refer to the Nevada Gaming Control Board website at <http://gaming.nv.gov> for additional information.**

### ***Q. How is Live Entertainment defined?***

- A. Live Entertainment is defined by statute as meaning any activity provided for pleasure, enjoyment, recreation, relaxation, diversion or other similar purpose by a person or persons who are physically present when providing an activity to a patron or group of patrons who are physically present. It includes without limitation to one or more of the following:
- Music or vocals provided by one or more professional or amateur musicians or vocalists;
  - Dancing performed by one or more professional or amateur dancers or performers, including, without limitation dancing performed by one or more persons who are nude or partially nude;
  - Acting or drama provided by one or more professional or amateur actors or players;
  - Acrobatics or stunts provided by one or more professional or amateur acrobats, performers or stunt persons;
  - Animal stunts or performances induced by one or more animal handlers or trainers, except animal behaviors induced by animal trainers or caretakers primarily for the purpose of education and scientific research;
  - Athletic or sporting contests, events or exhibitions provided by one or more professional or amateur athletes or sportsmen except an athletic contest event or exhibition conducted by a professional team based in this State if the professional team based in this State is a participant in the contest, event or exhibition.
  - Comedy or magic provided by one or more professional or amateur comedians, magicians, illusionists, entertainers or performers.
  - A show or production involving any combination of the activities described above.

- A performance by a disc jockey who presents recorded music.
- An escort who is escorting one or more persons at a location or locations in this State.

**It excludes the following:**

- Television, radio, closed circuit or Internet broadcasts of live entertainment.
- Entertainment provided by a patron or patrons, including, without limitation, singing by patrons or dancing by or between patrons if they receive no compensation from any source for providing the entertainment.
- An activity that is an uncompensated, spontaneous performance that is not longer than 20 minutes during a 60-minute period;
- An activity described in the section above that does not constitute a performance, including, without limitation, go-go dancing; or
- Marketing or promotional activities, including, without limitation, dancing or singing that is for a period that does not exceed 20 minutes during a 60-minute period and that is associated with the serving of food and beverages, for example bartenders, waiters or waitress.

***Q. Who is responsible for this tax?***

- A. NRS 368A.110 defines the taxpayer for non-gaming facilities as the owner or operator of the facility where the live entertainment is provided; or in the case of a publicly owned facility or public land, the person who collects the taxable receipts. It also includes an escort or escort service. An escort means a person who, for monetary consideration, in the form of a fee, commission or salary, dates, socializes, visits, consorts with or accompanies another or others to or about social affairs, entertainments or places of amusement or within any place of public resort or within any private quarters. An escort service means a person who for a fee, commission, profit, payment or other monetary consideration, furnishes, refers, or offers to furnish or refer an escort to a patron.

It does not include a person who advertises, or works as an employee, agent or independent contractor for a person who advertises that sexual conduct will be provided to a patron, or who solicits, offers to provide or provides acts of sexual conduct to a patron.

***Q. What are the Live Entertainment Tax rates?***

- A. Effective October 1, 2015 the rate is 9% of the admission charge to a facility that provides live entertainment with a minimum occupancy of 200; or 9% of the charge, expressed in money, for the live entertainment provided by an escort.

Prior to October 1, 2015 the Live Entertainment Tax was two tiered with a 10% tax rate and a 5% tax rate based upon the "maximum occupancy" of the facility where live entertainment was taking place. For a facility with a minimum occupancy of 200 and a maximum of 7,499 the 10% tax rate applied to the admission charge, merchandise, food and refreshments sold at the event. For facilities with occupancy of 7,500 or more, the 5% tax rate applied to admission charges only.

***Q. Does the existence of an admission charge automatically trigger the Live Entertainment Tax?***

- A. No. If there is no live entertainment being provided, then the tax does not apply. However, when the admission charge is imposed prior to the start of live entertainment, the admission charge is taxable.

***Q. How is "maximum occupancy" determined?***

- A. The "maximum occupancy" of the facility where the live entertainment is taking place is determined by using the following criteria in order of priority: a) The maximum occupancy established for the facility by the State Fire Marshall, or by another local government agency; b) If the facility occupancy is not established, then by the maximum occupancy designated on any permits required for the event; or c) If such a permit does not designate the maximum occupancy of the facility, the actual seating capacity of the facility will be used.

***Q. What is the registration fee for Live Entertainment Tax?***

- A. There is no registration fee for this tax. A taxpayer who intends to provide live entertainment at a facility that is not in a licensed gaming establishment or an escort or escort service shall contact the Department of Taxation and register to collect and remit the Live Entertainment Tax.

***Q. What is the reporting frequency for Live Entertainment Tax?***

- A. The reporting frequency is monthly. The Live Entertainment Tax returns should be filed on or before the last day of the month, reporting the amount of taxable receipts for the preceding month. A return must be filed even when there are no live entertainment events in the month and the tax is zero.

***Q. Can a taxpayer charge their patrons the Live Entertainment Tax they are required to pay?***

- A. Yes. The Live Entertainment Tax must be added to and collected from the purchaser at the time of purchase or payment of escort services. Each ticket for admission to a facility where live entertainment is provided must show on its face the admission charge or the seller of the admission must prominently display a notice disclosing the admission charge at the box office or other place where the charge is made. Taxpayers are required to keep their records for at least 4 years.

**Q. Are there any Live Entertainment events not subject to the tax?**

A. Yes:

- Live entertainment that is governed by the Nevada Interscholastic Activities Association pursuant to NRS 386.420 to 386.470, inclusive, or is provided or sponsored by an elementary school, junior high school, middle school or high school, if only pupils or faculty provide the live entertainment.
- An athletic contest, event, tournament or exhibition provided by an institution of the Nevada System of Higher Education, if students of such an institution are contestants in the contest, event, tournament or exhibition.
- Live entertainment that is provided by or entirely for the benefit of a nonprofit religious, charitable, fraternal or other organization that qualifies as a tax-exempt organization pursuant to 26 U.S.C. § 501(c), or a nonprofit corporation organized or existing under the provisions of chapter 82 of NRS only if the number of tickets to the live entertainment which are offered for sale or other distribution to patrons, either directly or indirectly through a partner, subsidiary, client, affiliate or other collaborator, is less than 7,500.
- Any boxing contest or exhibition governed by the provisions of chapter 467 of NRS.
- Live entertainment that is provided at a facility with a maximum occupancy of less than 200 persons unless the live entertainment is provided by an escort.
- Live entertainment that is provided at a trade show.
- Music performed by musicians who move constantly through the audience if no other form of live entertainment is afforded to the patrons.
- Live entertainment that is provided in the common area of a shopping mall, whether indoors or out, unless the entertainment is provided in a facility located within the mall.
- Food and product demonstrations provided at a shopping mall, a craft show or an establishment that sells grocery products, housewares, hardware or other supplies for the home.
- Live entertainment that is incidental to an amusement ride, a motion simulator or a similar digital, electronic, mechanical or electromechanical attraction.
- A race scheduled at a race track in this State and sanctioned by the National Association for Stock Car Auto Racing, if two or more such races are held at that race track during the same calendar year.
- An athletic contest, event or exhibition conducted by a professional team based in this State if the professional team based in this State is a participant in the contest, event or exhibition.

**Q. What special steps should a taxpayer take if they intend to consider an event exempt from the Live Entertainment Tax?**

- A. NRS 368A.200 (4)(d) provides guidance as to when an event is not subject to the tax because the proceeds go to a qualifying organization and less than 7500 tickets are offered for sale. The taxpayer is responsible to ensure a non-profit organization qualifies for exempt status from Live Entertainment Tax. If
-

it is subsequently determined that the taxpayer failed to pay taxes on an event that was improperly treated as a non-profit benefit, the Live Entertainment Tax will be assessed on all admissions.

Taxpayers must maintain records showing they were entitled to exempt a non-profit organization from Live Entertainment Tax. Taxpayers are responsible for ensuring that the organization qualifies as a non-profit entity and qualifies for exemption from Live Entertainment Tax because less than 7,500 tickets are offered for sale. In addition, the taxpayer must keep detailed records showing the amounts collected, the amounts remitted to the non-profit organization, and the direct supportable costs associated with the event. A copy of the agreement between the taxpayer and the qualifying organization must also be maintained. NAC 368A.160

***Q. What is included in a taxable admission charge?***

- A. The full amount paid for access to a live entertainment venue is included in the taxable admission charge including any service charge that is received by the taxpayer. It includes the full amount received by an escort or escort service. NRS 368A.200(2)(b) and NAC 368A.150 allow a deduction for gratuities directly or indirectly remitted to persons employed at the facility where live entertainment is provided and a service charge imposed in connection with the use of a credit card or debit card which is collected and retained by persons other than the taxpayer, as long as these fees are supported by documentation. Also excluded are amounts imposed and retained by a ticket broker or a ticket service provider.

***Q. Are speeches by motivational, informational or political speakers considered Live Entertainment?***

- A. No, unless the speaker engages in other activities considered live entertainment.

***Q. Are circuses Live Entertainment?***

- A. Yes, a circus typically combines a number of activities specifically defined as live entertainment in NRS 368A.090(2)(a).

***Q. In an event that has been determined to have entertainment that is not considered "Live Entertainment" under the definition found in NRS 368A.090, what if someone sings a song such as the National Anthem as part of the event? Is the event now taxable?***

- A. No, in most cases. While it is true that singing is a form of live entertainment, in most cases the singing of the National Anthem or similar presentation, is entirely incidental to the event itself. While this specific issue is not addressed in the law or regulation, the informal policy stated herein conforms to the concept stated in NRS 368A.090(2)(b) regarding performances that are not considered live entertainment. This guidance applies only to the cases where any singing remains incidental to the event. Generally, singing will be deemed incidental to the event if only one song is sung during an event that otherwise included no other live entertainment.

# NEVADA DEPARTMENT OF TAXATION



## QUESTIONS ON SENATE BILL 376 PASSENGER TRANSPORTATION TAX (PTT)

### ***Q. What is the PTT?***

- A. PTT is an excise tax of 3% on the fare charged for passenger transportation. The tax is assessed on transportation network companies, common motor carriers of passengers and taxicab companies.

### ***Q. Who is responsible to file the PTT?***

- A. All transportation network companies, common motor carriers of passengers and taxicab companies.

### ***Q. How do I register for PTT?***

- A. The Department receives information from the Nevada Transportation Authority and the Nevada Taxicab Authority about transportation businesses licensed to operate in the State and will automatically register these taxpayers. Alternatively, the Nevada Business Registration (NBR) form is used to register for any tax with the Department. To apply you may go to Nevada Department of Taxation's website address at [www.tax.nv.gov](http://www.tax.nv.gov) fill out the NBR application and submit it by either mailing the application to the Carson City Office at 1550 College Parkway, Suite 115, Carson City, NV 89706 or you may visit one of our four offices. The Departments call center is available from 8am to 5pm Pacific time Monday through Friday at 1-866-962-3707 to assist with any questions.

### ***Q. How do I file/report the PTT return?***

- A. The PTT return can be located at the Departments website, which is located at [www.tax.nv.gov](http://www.tax.nv.gov). Once the return has been filled out, you have the option to either mail the return to Nevada Department of Taxation at 1550 College Parkway, Suite 115 Carson City, NV 89706 or email the return to [nevadaolt@tax.state.nv.us](mailto:nevadaolt@tax.state.nv.us). The check will still need to be mailed in to the Carson City address.

### ***Q. How do I determine the amount of tax that is due?***

- A. The excise tax is imposed on the total fare: without limitation on all fees, surcharges, technology fees, convenience charges for the use of a credit or debit card and any other amount that is part of the fare.

### ***Q. When is the return due?***

- A. The PTT return is due and payable to the Department monthly on or before the last day of the month next succeeding each month. The first return is due by the end of October 2015 for all common motor carriers of passengers and taxicab companies. Once the Transportation Network Companies receive their license to operate, they will be required to file monthly.



## MEDICAL MARIJUANA TAX (MMT)

***Q. What is MMT?***

- A. MMT is an excise tax on the wholesale and retail sale of Medical Use Marijuana and Marijuana Products (excluding paraphernalia). The rate is 2% of the sales price every time it is sold regardless if sold for wholesale or retail. For retail sales, the sales tax is computed on top of the 2% excise tax.

***Q. Who is responsible to file the MMT?***

- A. The following business types must file:

**Cultivation Facility** may sell to another Cultivation facility, Production Facility or to a Medical Marijuana Dispensary. An excise tax is imposed on each wholesale sale in this State of marijuana made by the Cultivation Facility at the rate of 2 percent of the sales price. The excise tax imposed for those particular sales are the obligation of the Cultivation Facility.

**Production Facility** may produce and sell edible marijuana or marijuana-infused products to a "Medical Marijuana Dispensary" only. An excise tax is imposed on each wholesale sale in this State of those products at the rate of 2 percent of the sales price. The excise tax imposed for those particular sales are the obligation of the Production Facility.

**Medical Marijuana Dispensary** may sell or dispense marijuana, edible marijuana products or marijuana-infused products to the holder of a valid registry identification card. An excise tax is imposed on the retail sales price at the rate of 2 percent of the sales price for those products. The excise tax imposed for those particular sales are the obligation of the Medical Marijuana Dispensary.

***Q. How do I register for MMT?***

- A. You must first register and obtain approval from the Nevada Division of Public and Behavioral Health of the Department of Health and Human Services as well as the local government, pursuant to NRS 453.A.322.

Upon approval from Department of Health and Human Services, fill out our Nevada Business Registration form that is located on our website at: [http://tax.nv.gov/Forms/General Purpose Forms/](http://tax.nv.gov/Forms/General_Purpose_Forms/) and mail the signed registration form to:

Department of Taxation  
Attention: Ray Lummus  
1550 College Parkway, Suite 115  
Carson City Nevada 89706

Once your registration is received and processed, you will be registered for MMT as well as a sales tax account.

***Q. How do I file/report the MMT return?***

- A. The MMT return can be located at the Departments website, which is located at [www.tax.nv.gov](http://www.tax.nv.gov). Once the return has been filled out, you have the option to either mail the return to Nevada Department of Taxation at 1550 College Parkway, Carson City, NV 89706 or email the return to [nevadaolt@tax.state.nv.us](mailto:nevadaolt@tax.state.nv.us). The check will still need to be mailed in to the Carson City address.

***Q. How do I determine the amount of tax that is due?***

- A. The excise tax is imposed on the total sales combined of marijuana, excluding paraphernalia (Cultivation Facility, Production Facility and or Dispensary) for each period.

***Q. When is the return due?***

- A. The MMT return is due and payable to the Department monthly on or before the last day of the month next succeeding each month.

***Q. Who do I contact if I have questions?***

- A. For more information regarding this tax or any other tax that the department oversees, contact the Departments Call Center at (866) 962-3707 Monday through Friday 8:00am – 5:00pm Pacific Time.



## ONE-TIME SPECIAL EVENT PERMITS

### PROMOTERS – ORGANIZERS - COORDINATORS

PROMOTERS of one-time special events should contact the Department of Taxation at least TWO weeks prior to register the scheduled event. These are events where retail sales of tangible property occur and include, but are not limited to: auto shows, gun shows, sport shows, concerts, carnivals, flea markets and trade shows. A one-time permit is not required for a trade show that is not open to the public and where NO retail sales occur. Admission charges to certain events deemed to be live entertainment, and the sale of tangible goods at such events, may be subject to Live Entertainment Tax under NRS 368A. If retail sales are transacted, the promoter will be required to follow the instructions below, complete the application and submit it to the Department before a One-Time Event packet can be sent for distribution to your vendors. All non-profit entities must qualify as a Nevada religious, charitable or educational organization and apply with the Department for a sales tax exemption. The Promoter must obtain a copy of the organization's exemption letter; otherwise that vendor must collect sales tax.

### VENDORS – EXHIBITORS – PARTICIPANTS

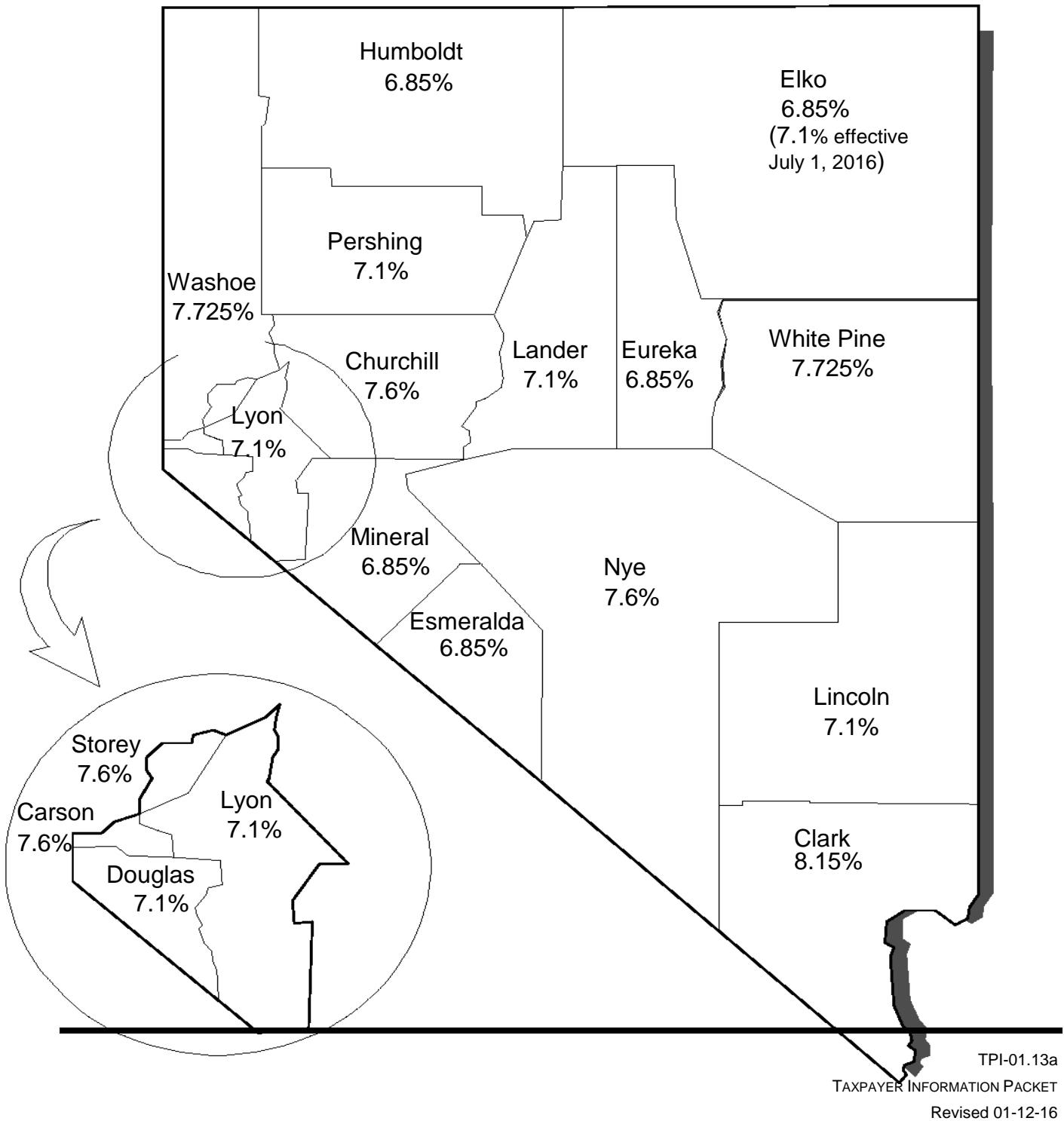
If you are an exhibitor attending a one-time special event, tradeshow, convention or a participant in a flea market, contact your event promoter to declare if you will be a vendor transacting sales of tangible products at the event. The promoter will provide those VENDORS a "one-time sales tax return". Vendors will be required to complete this return and remit it with the sales tax collected back to the promoter at the end of the event. The promoter will forward the completed return and your payment to the Department on your behalf. All checks should be made payable to the Nevada Department of Taxation. If you sell at more than two events in Nevada during a twelve month period, you must register with the Department and obtain your own Sales & Use Tax Permit. If you require further assistance contact the Department's Call Center at (866) 962-3707.

### COMPLIANCE

Every person or business that makes sales of tangible products must lawfully collect sales tax per NRS 360.090, 372.725. Use tax is due on products that are given away without charge that have significant value (NRS 372.7275). Food vendors who sell prepared food intended for immediate consumption are required to collect and remit sales tax. Prepared food items include items sold in a heated state or heated by the seller, food made from two or more ingredients mixed together, or food sold with eating utensils, such as plates, cutlery, napkins glasses or straws. Bakery items, such as bread, rolls cookies, etc., are not taxable unless sold with eating utensils or sold in a heated state. Farmers' market vendors who sell only fresh produce to be cooked or consumed at a later date do not need to collect sales tax. Contact the Carson City office if there will be liquor, cigarettes or other tobacco products sold or given away without charge at the event. These commodities are subject to special laws and regulations. If sales tax is included in the selling price, you must post a sign to that effect. Department Revenue Officers may visit events to ensure vendors are collecting sales tax and the taxes are remitted to the promoter when the event closes.

# COUNTY MAP OF NEVADA

All rates effective 1/1/2016



# NEVADA CITY LIST

Acoma .....	Lincoln	Cordero Mine .....	Humboldt	Gilbert.....	Esmeralda	Lucky Nugget.....	Elko	Patrick .....	Washoe	Stagecoach.....	Lyon
Acton.....	Clark	Corn Creek .....	Clark	Gillis (site).....	Mineral	Ludwig (site).....	Lyon	Patsville.....	Elko	Stateline.....	Clark
Adaven .....	Nye	Cornucopia .....	Elko	Gillis Camp (site) .....	Mineral	Lund.....	White Pine	Pequop .....	Elko	Stateline.....	Douglas
Adelaide .....	Humboldt	Cortez Mine.....	Lander	Gillis Spring (site) .....	Mineral	Luning.....	Mineral	Petersons Station.....	Lander	Stateline.....	Esmeralda
Alamo .....	Lincoln	Cottonwood Cove.....	Clark	Gilman Springs.....	Lander	Lux .....	Lyon	Pine Grove .....	Lyon	Steamboat Springs.....	Washoe
Alazon .....	Elko	Cottonwood Toll Station .....	Elko	Glenbrook .....	Douglas	Magnus (site) .....	Mineral	Pioche .....	Lincoln	Stewart .....	Carson City
Alkali .....	Esmeralda	Coyote Hole.....	Esmeralda	Glendale.....	Clark	Majors Place .....	White Pine	Pittman .....	Clark	Stillwater .....	Churchill
Altenburg Hill .....	Lander	Crescent Valley .....	Eureka	Goldconda.....	Humboldt	Manhattan .....	Nye	Placerites (site).....	Pershing	Stonehouse .....	Pershing
Alunite.....	Clark	Crescent Valley .....	Clark	Gold Acres.....	Lander	Marietta.....	Mineral	Pleasant Valley.....	Washoe	Sulphur .....	Humboldt
Amargosa Valley.....	Nye	Crescent .....	Lincoln	Gold Bar (site) .....	Nye	Mark Twain Estates .....	Storey	Poker Brown (site).....	Pershing	Summit Lake .....	Humboldt
Anderson .....	Washoe	Crestline .....	Lincoln	Gold Butte .....	Clark	Marla Bay .....	Douglas	Poker Brown Camp .....	Pershing	Sun Valley.....	Washoe
Antone's Station (site) .....	Mineral	Crow Springs .....	Esmeralda	Gold Hill.....	Storey	Mason .....	Lyon	Porter Station .....	Churchill	Sunnyside .....	Nye
Arabia (site).....	Pershing	Crystal Bay .....	Washoe	Gold Point.....	Esmeralda	Mazuma (site) .....	Pershing	Potts (site) .....	Nye	Sunridge .....	Douglas
Arden .....	Clark	Crystal .....	Clark	Goldbanks (site).....	Pershing	McCarran .....	Storey	Preston .....	White Pine	Sutcliffe.....	Washoe
Arlemont .....	Esmeralda	Curran.....	Nye	Golden (site) .....	Nye	McCarran Field.....	Clark	Primm .....	Clark	Sutor .....	Clark
Arthur .....	Elko	Currie .....	Elko	Golden Valley.....	Washoe	McCoy .....	Lander	Pritchards Station (site).....	Nye	Sutro (site).....	Lyon
Ascalon (site) .....	Pershing	Darrough Hot Springs .....	Nye	Goldfield.....	Esmeralda	McDermitt .....	Humboldt	Pronto .....	Humboldt	Sweetwater .....	Lyon
Ash Springs .....	Lincoln	Davetown.....	Humboldt	Goldquartz .....	Lander	McGill.....	White Pine	Pyramid (site).....	Washoe	Tahoe Village .....	Douglas
Atlanta.....	Lincoln	Dayton .....	Lyon	Goodsprings.....	Clark	McLeans .....	Esmeralda	Queen Valley.....	Mineral	Talapoosa .....	Lyon
Aura.....	Elko	Deadhorse Wells (site) .....	Mineral	Halfway House (site) ..	Pershing	Meadow Valley.....	Humboldt	Quinn River Crsg ..	Humboldt	Tecoma.....	Elko
Aurora (site) .....	Mineral	Deep Creek .....	Elko	Halleck.....	Elko	Mercury.....	Nye	Rabbithole.....	Pershing	Tempiute .....	Lincoln
Austin .....	Lander	Deer Lodge .....	Lincoln	Hawthorne .....	Mineral	Merrimac Mining Dist .....	Elko	Rachel .....	Lincoln	Tenabo .....	Lander
Babbitt.....	Mineral	Deeth .....	Elko	Hazen .....	Churchill	Mesquite .....	Clark	Ragtown .....	Churchill	Tenmile (site) .....	Pershing
Baker .....	White Pine	Del Monte (site).....	Mineral	Helene .....	Lincoln	Metalic City .....	Mineral	Ramsey (site) .....	Lyon	Thacker Ranch Stage..	Pershing
Bard.....	Clark	Delamar .....	Lincoln	Henderson.....	Clark	Metropolis.....	Elko	Ravenel .....	Lyon	Thompson.....	Lyon
Basalt.....	Mineral	Delano .....	Elko	Hercules.....	Churchill	Midas .....	Elko	Rawhide (site) .....	Mineral	Toano .....	Elko
Battle Mountain.....	Lander	Delphi (site).....	Lyon	Hicks Station (site) .....	Nye	Middlegate .....	Churchill	Rebel Creek.....	Humboldt	Tokop .....	Esmeralda
Beatty .....	Nye	Denio Junction .....	Humboldt	Highland Ranches.....	Storey	Midway.....	Mineral	Red House.....	Humboldt	Tollhouse.....	Humboldt
Beleville .....	Mineral	Denio .....	Humboldt	Hiko .....	Lincoln	Mill City .....	Pershing	Redlich (site).....	Mineral	Tonopah .....	Nye
Belmont (site).....	Nye	Derby.....	Washoe	Hilltop.....	Lander	Millers.....	Esmeralda	Reese River .....	Lander	Topaz Lake.....	Douglas
Beowawe .....	Eureka	Desert .....	Churchill	Holbrook Junction .....	Douglas	Mina.....	Mineral	Regent (site) .....	Mineral	Topaz Ranch Estates	Douglas
Berlin (site) .....	Nye	Devils Throat.....	Clark	Hooten Well .....	Lyon	Minden.....	Douglas	Reno .....	Washoe	Toulon (site).....	Pershing
Betty O'Neil .....	Lander	Diamond Valley .....	Eureka	Hudson (site) .....	Lyon	Miriam .....	Churchill	Reno-Stead.....	Washoe	Tracy .....	Washoe
Big Canyon (site) .....	Washoe	Dinner Station .....	Elko	Humboldt City (site).....	Pershing	Moapa .....	Clark	Rhodes (site) .....	Mineral	Trinity .....	Churchill
Black Rock .....	Esmeralda	Dixie Valley .....	Churchill	Humboldt House.....	Pershing	Mogul .....	Washoe	Rhyolite (site).....	Nye	Tungsten.....	Pershing
Black Springs .....	Washoe	Dixie.....	Churchill	Huntington Valley .....	Elko	Moho.....	Mineral	Ridgeview Estates.....	Douglas	Tuscarora.....	Elko
Blair Junction .....	Esmeralda	Duckwater .....	Nye	Huxley .....	Churchill	Montello.....	Elko	Rio Tinto .....	Elko	Tybo (site) .....	Nye
Blair.....	Esmeralda	Dun Glen (site) .....	Pershing	Imlay.....	Pershing	Montezuma .....	Esmeralda	Ripley.....	Clark	Unionville.....	Pershing
Blue Diamond .....	Clark	Dyer .....	Esmeralda	Incline Village .....	Washoe	Morgan.....	Lyon	Riverside .....	Clark	Ursine .....	Lincoln
Bolivia.....	Churchill	Eagle Valley Mining.....	Lincoln	Indian Springs.....	Clark	MoundHouse .....	Clark	Roach .....	Clark	Valery (site).....	Pershing
Boomtown.....	Washoe	Eagleville (site).....	Mineral	Ione .....	Nye	Mount Charleston .....	Clark	Rochester (site) .....	Pershing	Valmy.....	Humboldt
Border Town .....	Washoe	East Las Vegas .....	Clark	Ivanhoe Mining District.....	Elko	Mout Rose.....	Washoe	Rockland .....	Lyon	Verdi.....	Washoe
Boulder City.....	Clark	Eastgate .....	Churchill	Jack Creek .....	Elko	Mountain City.....	Elko	Rose Valley.....	Lincoln	Vernon.....	Pershing
Broken Hills (site).....	Mineral	Easton (site).....	Washoe	Jackpot.....	Elko	Mt. Airy .....	Lander	Round Mountain .....	Nye	Victor .....	Churchill
Bronte (site).....	Washoe	Echo Bay .....	Clark	Jacobs Well.....	Pershing	Mt. Montgomery .....	Mineral	Roundhill .....	Douglas	Victoria.....	Elko
Bullfrog (site) .....	Nye	Echo Dam.....	Lincoln	Jacobsville .....	Lander	Mustang .....	Storey	Rowe .....	Lyon	Virgin Valley.....	Clark
Bullion.....	Elko	Eddyville .....	Mineral	Jarbridge.....	Elko	Narrows.....	Clark	Rox .....	Lincoln	Virginia City Highlands	Storey
Bullionville.....	Lincoln	Edgemont .....	Elko	Jean.....	Clark	Nelson.....	Clark	Ruby Valley .....	Elko	Virginia City.....	Storey
Bunkerville.....	Clark	Elbow, The (site) .....	Lyon	Jessup.....	Churchill	New Empire .....	Carson City	Ruth.....	White Pine	Virginia Foothills .....	Washoe
Byron.....	Clark	Elburz .....	Elko	Jiggs.....	Elko	New Pass Mine .....	Lander	Rye Patch .....	Pershing	Vista .....	Washoe
Cactus Springs.....	Clark	Elgin .....	Lincoln	Johnnie Mine .....	Nye	New Washoe City.....	Washoe	Ryndon.....	Elko	Vya (site).....	Washoe
Cal Nev Ari .....	Clark	Elko.....	Elko	Johnson Lane .....	Douglas	Nightingale (site) .....	Pershing	Salt Wells.....	Churchill	Wabaska.....	Lyon
Caliente .....	Lincoln	Ellison Ranch .....	Humboldt	Josco .....	Lincoln	Nivloc .....	Esmeralda	San Antonio (site) .....	Nye	Wadsworth.....	Washoe
Callahan Ranch .....	Washoe	Ellsworth (site) .....	Nye	Juan.....	Clark	Nixon .....	Washoe	San Jacinto .....	Elko	Walker Lake .....	Mineral
Camp Douglas (site).....	Mineral	Ely .....	White Pine	Jungo .....	Humboldt	Nolan (site) .....	Mineral	Sand Pass .....	Washoe	Wally's Hot Springs...	Douglas
Candelaria Mine.....	Mineral	Empire .....	Washoe	Kennedy (site).....	Pershing	Nordyke .....	Lyon	Sand Springs .....	Churchill	Washoe City.....	Washoe
Cape Horn Overland .....	Lander	Eureka.....	Eureka	Kingsbury Grade.....	Douglas	North Battle Mountain.....	Lander	Sandy Valley.....	Clark	Weed Heights .....	Lyon
Carlin.....	Elko	Fairview .....	Churchill	Kingsbury .....	Douglas	North Fork .....	Elko	Sandy.....	Clark	Weeks.....	Lyon
Carp.....	Lincoln	Falais .....	Churchill	Kingston .....	Lander	North Las Vegas .....	Clark	Schurz .....	Mineral	Weepah.....	Esmeralda
Carroll Station .....	Lander	Fallon.....	Churchill	Klondike .....	Esmeralda	Nyala.....	Nye	Scossa (site).....	Pershing	Wellington.....	Lyon
Carson City.....	Carson City	Farrel (site) .....	Pershing	La Panta (site).....	Mineral	Oasis .....	Elko	Scotty's Junction.....	Nye	Wells .....	Elko
Carters Station.....	Douglas	Fay.....	Lincoln	La Plata.....	Churchill	Old Bullion .....	Elko	Searchlight .....	Clark	Wendover .....	Elko
Carver's Station.....	Nye	Fenelon .....	Elko	Lages.....	White Pine	Old Telegraph Stn.....	Churchill	Seven Troughs (site) ..	Pershing	West Wendover.....	Elko
Caselon.....	Lincoln	Ferber Mining District.....	Elko	Lake Mead Area .....	Clark	Old Washoe City.....	Washoe	Shantytown .....	Elko	West Wood.....	Douglas
Cave Creek.....	Elko	Fernley.....	Lyon	Lakeridge .....	Douglas	Olinghouse.....	Washoe	Sharp's Ranch .....	Nye	Western Hills.....	Elko
Centerville.....	Douglas	Finlay.....	Lincoln	Lakeview .....	Carson City	Oliver Park.....	Douglas	Silver City .....	Lyon	Westgate.....	Churchill
Central Ely .....	White Pine	Fish Lake Valley.....	Esmeralda	Lamoille.....	Elko	Oreana.....	Pershing	Silver Hill.....	Churchill	White Plains .....	Churchill
Chalk Wells.....	Churchill	Fish Lake Valley.....	Nye	Lander.....	Lander	Oro City (site) .....	Mineral	Silver Park.....	Lincoln	White Rock .....	Elko
Charleston Park .....	Clark	Fish Springs.....	Douglas	Lane City .....	White Pine	Orovada.....	Humboldt	Silver Peak .....	Esmeralda	White.....	Clark
Charleston .....	Elko	Fitting (site) .....	Pershing	Las Vegas .....	Clark	Osceola (site).....	White Pine	Silver Springs.....	Lyon	Wichman .....	Lyon
Cherry Creek .....	White Pine	Flanigan.....	Washoe	Last Chance .....	Elko	Overland Mail Stn .....	Churchill	Simon (site).....	Mineral	Wild Horse Crossing.....	Elko
Chichester Estates .....	Douglas	Fletcher (site).....	Mineral	Lathrop Wells .....	Nye	Overland Stage Stn ..	Churchill	Simpson.....	Lyon	Wild Horse .....	Elko
Chief Mining District ..	Lincoln	Fold Creek .....	Elko	Laughlin .....	Clark	Overton .....	Clark	Skyland .....	Douglas	Wilkins .....	Elko
China Camp (site) .....	Mineral	Foothill .....	Douglas	Leadville (site).....	Washoe	Owyhee .....	Elko	Sloan .....	Clark	Willard (site) .....	Pershing
Churchill.....	Lyon	Fort Churchill.....	Lyon	Ledlie.....	Lander	Packard (site) .....	Pershing	Smith.....	Lyon	Williams Gravel Mine..	Washoe
Clan Alpine .....	Churchill	Fort Halleck.....	Elko	Lee .....	Elko	Pahrangat Mining .....	Lincoln	Smoke Creek (site).....	Washoe	Willow Creek .....	Pershing
Clifton .....	Lyon	Franktown.....	Washoe	Lehman Caves .....	White Pine	Pahrump.....	Nye	Smoke Creek Station ..	Washoe	Willowbend.....	Douglas
Coaldale .....	Esmeralda	Fredricks.....	Lyon	Lemmon Valley .....	Washoe	Painted Rock.....	Storey	Sod House .....	Humboldt	Win Haven .....	Douglas
Cold Springs.....	Churchill	Frenchman.....	Churchill	Lewis .....	Lyon	Palamino Valley.....	Washoe	Sodaville .....	Mineral	Winnemucca.....	Humboldt
Cold Springs.....	Washoe	Gabbs.....	Nye	Lida.....	Esmeralda	Palisade.....	Eureka	Sonoma (site).....	Lyon	Wonder.....	Churchill
Columbus .....	Esmeralda	Galena.....	Lander	Lockes.....	Nye	Palmetto .....	Esmeralda	Spanish Springs.....	Washoe	Woolsey (site) .....	Pershing
Como Mining District .....	Lyon	Gardnerville Ranchos ..	Douglas	Lockwood .....	Storey	Pamlico (site).....	Mineral	Sparks.....	Washoe	Yankee Blade .....	Lander
Contract .....	Elko	Gardnerville.....	Douglas	Logan .....	Lincoln	Panaca .....	Lincoln	Spring City.....	Humboldt	Yerington .....	Lyon
Conway Stage Station .....	Lyon	Genoa .....	Douglas	Logandale .....	Clark	Panther Valley.....	Washoe	Spring Creek .....	Elko	Yomba .....	Nye
Copper Basin.....	Lander	Getlach .....	Washoe	Lovelock .....	Pershing	Paradise Valley .....	Humboldt	Spring Valley .....	Pershing	Zenobia (site) .....	Washoe
Copper Canyon.....	Lander	Getchell Mine.....	Humboldt	Lower Rochester (site) ..	Pershing	Paradise Well .....	Humboldt	Springdale (site) .....	Nye	Zephyr Cove.....	Douglas
Coppereid .....	Churchill	Geyser Ranch .....	Lincoln	Lucky Boy (site) .....	Mineral	Parman .....	Churchill	Sprucemont .....	Elko		

# NEVADA CITY LIST BY COUNTY

## Carson City

Carson City  
Lakeview  
New Empire  
Stewart

## Churchill

Bolivia  
Chalk Wells  
Clan Alpine  
Cold Springs  
Coppereid  
Desert  
Dixie  
Dixie Valley  
Eastgate  
Fairview  
Falais  
Fallon  
Frenchman  
Hazen  
Hercules  
Huxley  
Jessup  
La Plata  
Middlegate  
Miriam  
Old Telegraph Stn  
Overland Mail Stn  
Overland Stage Stn  
Parman  
Porter Station  
Ragtown  
Salt Wells  
Sand Springs  
Silver Hill  
Stillwater  
Trinity  
Victor  
Westgate  
White Plains  
Wonder

## Clark

Action  
Alunite  
Arden  
Bard  
Blue Diamond  
Boulder City  
Bunkerville  
Byron  
Cactus Springs  
Cal Nev Ari  
Charleston Park  
Corn Creek  
Stead  
Cottonwood Cove  
Crescent  
Crystal  
Devils Throat  
East Las Vegas  
Echo Bay  
Glendale  
Gold Butte  
Goodsprings  
Henderson  
Indian Springs  
Jean  
Juan  
Lake Mead Area  
Las Vegas  
Laughlin  
Logandale  
McCarran Field  
Mesquite  
Moapa  
Mount Charleston  
Narrows  
Nelson  
North Las Vegas  
Overton  
Pittman  
Primm  
Ripley  
Riverside  
Roach  
Sandy  
Sandy Valley  
Searchlight  
Sloan  
Stateline  
Sutor  
Virgin Valley

## White

## Douglas

Carters Station  
Centerville  
Chichester Estates  
Fish Springs  
Foothill  
Gardnerville  
Gardnerville Ranchos  
Genoa  
Glenbrook  
Holbrook Junction  
Johnson Lane  
Kingsbury  
Kingsbury Grade  
Lakeridge  
Marla Bay  
Minden  
Oliver Park  
Ridgeview Estates  
Roundhill  
Skyland  
Stateline  
Sunridge  
Tahoe Village  
Topaz Lake  
Topaz Ranch Estates  
Wally's Hot Springs  
West Wood  
Willowbend  
Win Haven  
Zephyr Cove

## Elko

Alazon  
Arthur  
Aura  
Bullion  
Carlin  
Cave Creek  
Charleston  
Contract  
Cornucopia  
Cottonwood Toll Station  
Currie  
Deep Creek  
Deeth  
Delano  
Dinner Station  
Edgemont  
Elburz  
Elko  
Fenelon  
Ferber Mining District  
Fold Creek

## Fort Halleck

Halleck  
Huntington Valley  
Ivanhoe Mining District  
Jack Creek  
Jackpot  
Jarbidge  
Jiggs  
Lamoille  
Last Chance  
Lee  
Lucky Nugget  
Meadow Valley  
Merrimac Mining Dist  
Metropolis  
Midas  
Montello  
Mountain City  
North Fork  
Oasis  
Old Bullion  
Owyhee  
Patsville  
Pequop  
Rio Tinto  
Ruby Valley  
Ryndon  
San Jacinto  
Shantytown  
Spring Creek  
Sprucemont  
Tecoma  
Toano  
Tuscarora  
Victoria  
Wells  
Wendover

West Wendover  
Western Hills  
White Rock  
Wild Horse  
Wild Horse Crossing  
Wilkins

## Esmeralda

Alkali  
Arlemont  
Black Rock  
Blair  
Blair Junction  
Coaldale  
Columbus  
Coyote Hole  
Crow Springs  
Dyer  
Fish Lake Valley  
Gilbert  
Gold Point  
Goldfield  
Klondike  
Lida  
McLeans  
Millers  
Montezuma  
Nivloc  
Palmetto  
Silver Peak  
Stateline  
Tokop  
Weepah

## Eureka

Beowawe  
Crescent Valley  
Diamond Valley  
Eureka  
Carlin  
Palisade

## Humboldt

Adelaide  
Cordero Mine  
Daveytown  
Denio  
Denio Junction  
Ellison Ranch  
Getchell Mine  
Golconda  
Jungo  
McDermitt  
Orovada  
Paradise Valley  
Paradise Well  
Pronto  
Rebel Creek  
Red House  
Sod House  
Spring City  
Sulphur  
Summit Lake  
Tollhouse  
Valmy  
Winnemucca  
Quinn River Crsng

## Lander

Altenburg Hill  
Austin  
Battle Mountain  
Betty O'Neil  
Cape Horn Overland  
Carroll Station  
Copper Basin  
Copper Canyon  
Cortez Mine  
Galena  
Gilman Springs  
Gold Acres  
Goldquartz  
Hilltop  
Jacobsville  
Kingston  
Lander  
Ledlie  
McCoy  
Mt. Airy  
New Pass Mine  
North Battle Mountain  
Petersons Station  
Reese River  
Tenabo

## Yankee Blade

## Lincoln

Acoma  
Alamo  
Ash Springs  
Atlanta  
Bullionville  
Caliente  
Carp  
Caselton  
Chief Mining District  
Crescent  
Crestline  
Deer Lodge  
Delamar  
Eagle Valley Mining  
Echo Dam  
Elgin  
Fay  
Finlay  
Geyser Ranch  
Helene  
Hiko  
Joseco  
Logan  
Pahranagat Mining  
Panaca  
Pioche  
Rachel  
Rose Valley  
Rox  
Silver Park  
Tempiute  
Ursine

## Lyon

Churchill  
Clifton  
Como Mining District  
Conway Stage Station  
Dayton  
Delphi (site)  
Elbow, The (site)  
Femley  
Fort Churchill  
Fredricks  
Hooten Well  
Hudson (site)  
Lewis  
Ludwig (site)  
Lux  
Mason  
Morgan  
MoundHouse  
Nordyke

## Pine Grove

Ramsey (site)  
Ravenel  
Rockland  
Rowe  
Silver City  
Silver Springs  
Simpson  
Smith  
Sonoma (site)  
Stagecoach  
Sutro (site)  
Sweetwater  
Talapoosa  
Thompson  
Wabuska  
Weed Heights  
Weeks  
Wellington  
Wichman  
Yerington

## Mineral

Antone's Station (site)  
Aurora (site)  
Babbitt  
Basalt  
Beleville  
Broken Hills (site)  
Camp Douglas (site)  
Candelaria Mine  
China Camp (site)  
Deadhorse Wells (site)  
Del Monte (site)  
Eagleville (site)  
Eddyville  
Fletcher (site)  
Gillis (site)

Gillis Camp (site)  
Gillis Spring (site)  
Hawthorne  
La Panta (site)  
Lucky Boy (site)  
Luning  
Magnus (site)  
Marietta  
Metalic City  
Midway  
Mina  
Moho  
Mt. Montgomery  
Nolan (site)  
Oro City (site)  
Pamlico (site)  
Queen Valley  
Rawhide (site)  
Redlich (site)  
Regent (site)  
Rhodes (site)  
Schurz  
Simon (site)  
Sodaville  
Walker Lake

## Nye

Adaven  
Amargosa Valley  
Beatty  
Belmont (site)  
Berlin (site)  
Bullfrog (site)  
Carver's Station  
Currant  
Darrough Hot Springs  
Duckwater  
Ellsworth (site)  
Fish Lake Valley  
Gabbs  
Gold Bar (site)  
Golden (site)  
Hicks Station (site)  
Ione  
Johnnie Mine  
Lathrop Wells  
Lockes  
Manhattan  
Mercury  
Nyala  
Pahrump  
Potts (site)  
Pritchards Station (site)  
Rhyolite (site)  
Round Mountain  
San Antonio (site)

## Scotty's Junction

Sharp's Ranch  
Springdale (site)  
Sunnyside  
Tonopah  
Tybo (site)  
Yomba

## Pershing

Arabia (site)  
Ascalon (site)  
Dun Glen (site)  
Farrel (site)  
Fitting (site)  
Goldbanks (site)  
Halfway House (site)  
Humboldt City (site)  
Humboldt House  
Imlay  
Jacobs Well  
Kennedy (site)  
Lovelock  
Lower Rochester (site)  
Mazuma (site)  
Mill City  
Nightingale (site)  
Oreana  
Packard (site)  
Placerites (site)  
Poker Brown (site)  
Poker Brown Camp  
Rabbitohole  
Rochester (site)  
Rye Patch  
Scossa (site)  
Seven Troughs (site)  
Spring Valley

Stonehouse  
Tennille (site)  
Thacker Ranch Stage  
Toulon (site)  
Tungsten  
Unionville  
Valery (site)  
Vernon  
Willard (site)  
Willow Creek  
Woolsey (site)

## Storey

Gold Hill  
Highland Ranches  
Lockwood  
McCarran  
Mark Twain Estates  
Mustang  
Painted Rock  
Virginia City  
Virginia City Highlands

## Washoe

Anderson  
Big Canyon (site)  
Black Springs  
Boomtown  
Border Town  
Bronte (site)  
Callahan Ranch  
Cold Springs  
Crystal Bay  
Derby  
Easton (site)  
Empire  
Flanigan  
Franktown  
Gerlach  
Golden Valley  
Incline Village  
Leadville (site)  
Lemmon Valley  
Mogul  
Mount Rose  
New Washoe City  
Nixon  
Old Washoe City  
Olinghouse  
Palamino Valley  
Panther Valley  
Patrick  
Pleasant Valley  
Pyramid (site)  
Reno  
Reno-

## Sand Pass

Smoke Creek (site)  
Smoke Creek Station  
Spanish Springs  
Sparks  
Steamboat Springs  
Sun Valley  
Sutcliffe  
Tracy  
Verdi  
Virginia Foothills  
Vista  
Vya (site)  
Wadsworth  
Washoe City  
Williams Gravel Mine  
Zenobia (site)

## White Pine

Baker  
Central Ely  
Cherry Creek  
Ely  
Lages  
Lane City  
Lehman Caves  
Lund  
Majors Place  
McGill  
Osceola (site)  
Preston  
Ruth

# **TAXPAYERS' BILL OF RIGHTS**



**NEVADA  
DEPARTMENT OF TAXATION**

## **Taxpayers' Bill of Rights**

This publication was prepared by the Nevada Department of Taxation with the cooperation of the Nevada Taxpayers Association and will be updated as changes in law and regulation require. The Department of Taxation expresses its appreciation for the editorial assistance provided by the Nevada Taxpayers Association in producing this publication, which hopefully will benefit the taxpayers of Nevada.

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## **INTRODUCTION**

This pamphlet sets forth the Taxpayer's Bill of Rights with explanations and an introduction to the services provided by the Department of Taxation. Our philosophy is simple: Most people want to pay what they owe on time and in full, and an important part of our job is to explain the taxpayer's responsibilities as clearly as possible. Taxes may be inevitable, but paying them should not be an overly confusing or intimidating experience.

Understanding how the system works is every taxpayer's right and responsibility. Our goal is to take the mystery out of tax administration and when that happens, everyone benefits — taxpayers and tax administrators alike.

This is also an introduction to how the system works if you have a problem with your taxes or if you disagree with how much the Department says you owe in taxes. Well informed taxpayers can get faster results by knowing their rights and exercising them quickly.

Taxpayers need to know what will happen if they do not pay taxes. State law provides for an escalating series of sanctions - from interest and penalty charges to court actions - designed to ensure that everyone pays his or her fair share of taxes. The enforcement tools, carefully used, encourage voluntary compliance while assuring honest taxpayers that they are not shouldering an unfair burden.

This pamphlet may not be able to provide you with all the detailed information that you need to answer a particular question or solve a specific problem. Therefore, telephone numbers and addresses are listed at the back of this pamphlet and we urge you to contact the Department directly if you have further questions or comments.

The rights set forth in this pamphlet cover those taxes and/or tax provisions administered by the Department of Taxation under NRS Title 32, "Revenue and Taxation".

Reference:

NRS Chapter 372, Sales and Use Taxes

NRS Chapter 374, Local School Support Tax

NRS Chapter 360, General Provisions

NRS Chapter 363A & B, Modified Business Tax

NRS Chapter 368A, Live Entertainment Tax

NRS Chapter 444A, Tire Tax

NRS Chapter 361, Property Tax

NRS Chapter 375, Real Property Transfer Tax

NRS Chapter 362, Net Proceeds of Minerals

For a complete list of administered taxes visit the Department's Website — <http://tax.nv.gov>

# **TAXPAYERS' BILL OF RIGHTS**

## **NRS 360.291**

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*The Legislature has declared that each taxpayer has the right:*

### **1**

***To be treated by officers and employees of the Department with courtesy, fairness, uniformity, consistency and common sense.***

Every taxpayer is liable for the correct amount of tax that is due under the law. The Department endeavors to apply the law consistently and fairly to all taxpayers and treat them with courtesy and consideration. These criteria are taken into account when evaluating an employee's performance. The Department shall not evaluate any employee of the Department on the basis of assessments or collections from taxpayers. Any taxpayer who is not treated with fairness, courtesy and consideration by any Department employee, should contact the employee's supervisor with their concerns.

### **2**

***To a prompt response from the Department to each communication from the taxpayer.***

The Department tries to return telephone calls by the end of each day, but that is not always possible. However, we will return each call within 48 hours (weekends excluded). The Department provides a written response to a written request by the taxpayer within 30 days after it receives the request. However, when lengthy research is required that prohibits responding in 30 days, the taxpayer will be advised. A response will be provided when the information becomes available.

### **3**

***To provide minimum documentation and other information as may reasonably be required by the Department to carry out its duties.***

The Department is mandated to ask only for information that it needs to do its job, and no more. All forms prepared by the Department ask for a minimum of information and have attached instructions to help the taxpayer provide that information.

To support Sales/Use Tax and various Excise Tax remittances, a taxpayer's records must include the normal books of accounting, together with all receipts, invoices, bills, cash register tapes and any other documentation of original entry supporting the entries in the books of accounts.

To support remittances of the Modified Business Tax, a taxpayer's records must include the necessary payroll records and all supporting documentation if the medical deduction is claimed.

Records should be kept for a minimum of four years from the date of filing. Any taxpayer who has failed to register with the Department will be required to provide records for not less than eight years.

Failure to maintain such records can be considered evidence of negligence or intent to evade the tax and may result in the imposition of penalties as provided by law. The burden of proof falls upon the taxpayer to show a deficiency has been incorrectly assessed.

#### 4

***To written explanations of common errors, oversights and violations that taxpayers experience and instructions on how to avoid such problems.***

All billings from the Department have a written explanation of the reason for the billing. Department employees are always willing to help with specific problems and make helpful suggestions so the taxpayer can correct any existing problems. A written request for help or information will be answered in writing by the Department.

Please note that the Department is not bound by answers given by staff to taxpayers in telephone conversations. Therefore, if the information you are requesting concerns how the tax is to be collected or applied, the request should be in writing and should include as much detail as possible of the specific circumstances. The Department's written response can be used to support the taxpayer's position should questions arise in an audit.

Most types of common errors are also addressed in the Department's quarterly publication, "Nevada Tax Notes," which is available on the Department's Website to all taxpayers.

#### 5

***To be notified in writing, by the Department whenever its officer, employee or agent determines that the taxpayer is entitled to an exemption or has been taxed or assessed more than is required by law.***

Statute requires the Department to provide, if no other taxes are due, a refund or credit, to the taxpayer on all overpayments of taxes that the Department determines as a result of an audit or other examination of returns sent in by the taxpayer. The taxpayer will be notified in writing of the right to a refund or credit at the address the taxpayer provided to the Department.

#### 6

***To written instructions indicating how the taxpayer may petition for:***

- (1) An adjustment of assessment;***
- (2) A refund or credit for overpayment of taxes, interest or penalties; or***
- (3) A reduction in or the release of a bond or other form of security required to be furnished pursuant to the provisions of Title 32 that are administered by the Department.***

If the Department makes a determination that taxes are owed by a taxpayer, by law the written notice of that determination must be served either personally or by mail. The Department will provide, a form and written instructions with the notice to the taxpayer on the procedure to file a petition in order to contest the Department's determination that taxes are owed. Please note that generally there is a 45-day time limit on filing a petition with the Department to contest a determination that tax is owed with the exact date for filing the petition stated in the notice. The petition must be in writing and include the reasons why the taxpayer is contesting the determination that tax is owed. Including supporting documentation may be helpful when filing the petition. If the petition is mailed, the Department will consider the postmark date stamped on the envelope by the U.S. Postal Service as the date of filing the petition. If the petition is not filed within the time allowed, the Department's determination that tax is owed becomes final. Please call the Department if you have any questions on the procedure for contesting the determination that tax is due.

With respect to a taxpayer's claim that taxes were overpaid, please see Section 7.

The law provides that the Department may, reduce or waive penalties and/or interest that may have accrued on delinquent taxes if the delinquency was a result of circumstances beyond the taxpayer's control, occurred despite

the exercise of ordinary care, and without intent. A petition to waive or reduce penalties or interest must be made in writing, signed under penalty of perjury, and include the reasons the taxpayer is seeking the reduction or waiver. The form for this purpose can be found on the Department's website: <http://tax.nv.gov>. Scroll down to "Common Forms," then go to "General Purpose."

## 7

***Except as otherwise provided in NRS 360.236 and NRS 361.485, to recover an overpayment of taxes promptly upon the final determination of such an overpayment.***

A taxpayer may petition the Department for a refund or credit of taxes believed to have been overpaid. The petition must be in writing and be accompanied by all relevant documentation to support the claim that taxes have been overpaid and a refund or credit is due. Depending on the type of tax involved, Nevada law provides for various limits on the time within which a claim for refund or credit may be made. Statute requires the Department to offset any refund against any other tax or fee due from the taxpayer. Contact the Department for specific information.

Once the Department makes the determination that an overpayment of taxes was made, the taxpayer has a choice of receiving either a credit towards future taxes due or a refund check. The taxpayer must notify the Department in writing as to which option is wanted. Please note that a refund by check typically takes time to process because the checks must be requested from another State agency.

## 8

***To obtain specific advice from the Department concerning taxes imposed by the State.***

The Department of Taxation has a dual role, collection of taxes for the State, and taxpayer assistance. It is each employee's responsibility to assist taxpayers with information concerning the laws of the State, to inform taxpayers of procedures to follow to comply with these laws and to give assistance freely and willingly where it is requested. It is the Department's goal to resolve any situation before it becomes a problem. In addition the Department offers many workshops for the public and will provide specific seminars for any taxpayer when requested.

The Department will respond to questions over the telephone; however, the Department is not bound by the answers given to taxpayers, by staff, in telephone conversations. Therefore, if the information you are requesting concerns how the tax is to be collected or applied, the request should be in writing and should include as much detail as possible of the specific circumstances. The Department's written response can be used to support the taxpayer's position should questions arise in an audit.

## 9

***In any meeting with the Department including an audit, conference, interview or hearing:***

- (1) To an explanation by an officer, agent or employee of the Department that describes the procedures to be followed and the taxpayer's rights thereunder;***
- (2) To be represented by himself or anyone who is otherwise authorized by law to represent him before the Department;***
- (3) To make an audio recording using the taxpayer's own equipment and at the taxpayer's own expense; and***
- (4) To receive a copy of any document or audio recording made by or in the possession of the Department relating to the determination or collection of any tax for which the taxpayer is assessed, upon payment of the actual cost to the Department for making the copy.***

These rights are self-explanatory and are included in the regulations of the Department.

***To a full explanation of the Department's authority to assess a tax or to collect delinquent taxes, including the procedures and notices for review and appeal that are required for the protection of the taxpayer. An explanation which meets the requirements of this Section must also be included with each notice to a taxpayer that an audit will be conducted by the Department.***

The Department's authority to assess the taxes it administers, and collect those taxes, is contained in various provisions of *Nevada Revised Statutes* (NRS) and the *Nevada Administrative Code* (NAC). The regulations and statutes include the rights and remedies of taxpayers to contest the assessment of taxes against them. The form for this purpose can be found on the Department's website: <http://tax.nv.gov>. Scroll down to "Audit," then go to "Appeal Procedures." Also, upon request the Department can provide taxpayers with a copy of the applicable statutes and/or regulations. In the case of property taxes, please see the "Property Tax" section at the end of this document.

## **11**

***To the immediate release of any lien which the Department has placed on real or personal property for the nonpayment of any tax when:***

- (1) The tax is paid;***
- (2) The period of limitation for collecting the tax expires;***
- (3) The lien is a result of an error by the Department;***
- (4) The Department determines that the taxes, interest and penalties are secured sufficiently by a lien on other property;***
- (5) The release or subordination of the lien will not jeopardize the collection of taxes, interest and penalties;***
- (6) The release of the lien will facilitate the collection of tax, interest or penalties; or***
- (7) The Department determines the lien is creating an economic hardship.***

The rights as listed above show the Department's requirements on a lien placed for nonpayment of taxes. The taxpayer is entitled, in most cases, to notification before a lien is filed against them. A tax lien is a public notice of debt and attaches to the taxpayer's property and his or her right to hold property. It can be filed for continued failure to pay or to establish a method of payment. Since a lien is a public record, it may harm a taxpayer's credit rating.

## **12**

***To the release or reduction of a bond or other form of security required to be furnished pursuant to the provisions of Title 32 by the Department in accordance with applicable statutes and regulations.***

Provided there are no taxes due, security will be returned, released or allowed to expire when a taxpayer closes his or her Sales/Use Tax account. If it is determined that taxes are owed and not paid by the taxpayer, a claim will be made on the security. In the case of a cash deposit, any excess over and above the amount due will be refunded to the taxpayer.

Also, if a taxpayer has security on file for his or her Sales/Use Tax account, Department regulations provide that a waiver from the security may be granted under the following conditions:

- a) The taxpayer must have a perfect record of timely reporting for 36 consecutive months;
- b) The taxpayer must request a waiver of the security in writing to the Director of the Department.
- c) On corporations, corporate officers must sign a personal guarantee.

Upon written request, the Department may reduce the amount of security required in proportion to a reduction in taxable sales.

**13**

***To be free from investigation and surveillance by an officer, agent or employee of the Department for any purpose that is not directly related to the administration of the taxes administered by the Department.***

It is the policy of the Department that each taxpayer is to be treated with respect and to ensure that his or her rights as a citizen of Nevada and the United States are not infringed upon. No officer or employee of the Department may use his or her position for purposes that are not directly related to the proper administration of the provisions of this Title.

**14**

***To be free from harassment and intimidation by an officer, agent or employee of the Department for any reason.***

It is a policy of the Department that no taxpayer may be harassed or intimidated by any employee. Statute

sets the limits of authority, and procedures inform employees how to perform their duties. The Department provides training, instruction, supervision and review of its employees in the performance of their duties. Abuse of any taxpayer shall not be tolerated, and if a taxpayer is not treated fairly and with courtesy by any Department employee, he or she should contact the employee's supervisor with any concerns.

**15**

***To have statutes imposing taxes and any regulations adopted pursuant thereto construed in favor of the taxpayer if those statutes or regulations are of doubtful validity or effect, unless there is a specific statutory provision that is applicable.***

**16**

***The provisions of this Title and Title 57 of NRS and NRS 244A.820, 244A.870, 482.313 and 482.315 governing the administration and collection of taxes by the Department must not be construed in such a manner as to interfere or conflict with the provisions of this Section or any applicable regulations.***

**17**

***The provisions of this Section apply to any tax administered, regulated and collected by the Department pursuant to the provisions of this Title and Title 57 of NRS and NRS 244A.820, 244A.870, 482.313 and 482.315 and any regulations adopted by the Department relating thereto.***

## **ADDENDUM**

### **PROPERTY TAXES**

#### ***a) GOVERNANCE***

The Department exercises general supervision and control over the entire revenue system of the State (NRS 360.200). In terms of property tax, the Department directly appraises the property of an inter-state or inter-county nature (NRS 360.210; 361.320); determines the net proceeds of minerals (NRS 362.100); and bills, collects and distributes the property tax for centrally-assessed property and net proceeds taxes. The Department also appraises and assesses all mine facilities and equipment (NRS 362.100) but does not bill, collect or distribute the property tax for mine facilities. Instead, the assessed values of mine property are transmitted to the counties, who then bill, collect and distribute the property tax.

The County Assessor is an elected official who discovers, lists and determines the taxable value of all real and personal property in his or her county, except property to be valued by the Department (NRS 361.260). For real property not reappraised in the current year, the Assessor also determines an assessed value by applying land and improvement factors approved by the Commission (NRS 361.260; 361.261). The Assessor establishes standards for appraising and reappraising land (NRS 361.260).

The County Treasurer is an elected official who bills and collects all taxes assessed upon the real property tax roll (NRS 361.480; 361.475). In certain cases, the County Assessor bills and collects property taxes for personal property (NRS 361.483; 361.5605). The County Treasurer manages the collection of delinquent taxes and the seizure and sale of property in the event taxes remain unpaid (NRS 361.5648 through 361.595).

If you have questions concerning:

- Your appraisal assessment or exemptions, contact the County Assessor's Office; \*
- The payment of your property taxes, contact the County Treasurer's Office; \*
- Your tax rate, contact your County Finance Officer. \*

\*Links to all County Assessor and County Treasurer offices can be found on the Department's website:

<http://tax.nv.gov>

#### ***b) EXEMPTIONS***

Property Tax exemptions are provided to persons meeting certain requirements such as surviving spouses, orphans, veterans, disabled veterans, blind persons or for certain types of property.

Filing for exemptions must be done within specific time periods. For information call your local County Assessor's Office or the Department.

***c) APPEAL OF PROPERTY TAX ASSESSMENTS***

Each County Assessor mails to each property owner a written notice of the value of his property in the months of November and December.

If you believe the valuation is incorrect, you may appeal to your local County Board of Equalization. The appeal dates vary depending on the type of property being appealed. The County Assessor can provide you with additional information on an appeal.

Any taxpayer who appealed to the County Board of Equalization, and who does not agree with the determination, may then file an appeal with the State Board of Equalization. The appeal must be filed not later than March 10 of each year. Forms for appeal can be found on the Department's website:

<http://tax.nv.gov/LocalGovt/Appeals/Appeals/>.

***d) APPEAL OF PROPERTY TAX ABATEMENTS OR WAIVERS OF PENALTY AND INTEREST***

The Nevada Tax Commission may hear the appeals of taxpayers in the event the county treasurer or county assessor has denied relief from interest and penalties imposed when the taxpayer has failed to make a timely return or payment of the tax. (NRS 361.4835) The Commission also has a process in place to hear appeals of taxpayers denied an abatement of tax liability. Once written notice of an appeal is received by the Commission, the appeal is assigned to a hearing officer. The hearing officer makes recommendations to the Commission about whether the abatement should be granted, and the Commission may adopt, modify or reverse the hearing officer's decision.

## **DEPARTMENT OF TAXATION**

### **TITLE 32 TAXES**

**Sales and Use Tax – NRS 372, 374, 377**

**Modified Business Tax – NRS 363A & B**

Call Center\_\_\_\_\_ (866) 962-3707

#### **Excise Taxes**

**Tire Tax – NRS 444A**

**Live Entertainment Tax – NRS 368A**

**Intoxicating Liquor License and Tax – NRS 369 & 597**

**Cigarette Tax and Other Tobacco Products – NRS 370 & 370A**

**Insurance Premium Tax – NRS 680B**

**Estate Tax (No filing requirement after 12/31/04) – NRS 375A**

Carson City\_\_\_\_\_ (775) 684-2000

**Property Tax – NRS 361**

**Real Property Transfer Tax – NRS 375**

**Net Proceeds of Minerals Tax – NRS 362**

Carson City\_\_\_\_\_ (775) 684-2100

**Business License Fee – NRS 360 – Contact the Secretary of State – <http://www.nvsos.gov>**

**Tax on Fuels – NRS 365 & 373 – Contact the Dept. of Motor Vehicles – <http://www.dmvnv.com>**

*Who to Contact for More Information. . . .*

**DEPARTMENT OF TAXATION**

**Call Center 1 (866) 962-3707**

**District Offices — Address/Phone/Fax/Website**

**Main Office**

Nevada Department of Taxation  
1550 College Parkway, Suite 115  
Carson City, NV 89706-7937  
Phone: (775) 684-2000  
Fax: (775) 684-2020

**Las Vegas District Office**

Nevada Department of Taxation  
Grant Sawyer Building  
555 E. Washington Avenue, Suite 1300  
Las Vegas, NV 89101  
Phone: (702) 486-2300  
Fax: (702) 486-2372

**Henderson Field Office**

Nevada Department of Taxation  
2550 Paseo Verde Parkway, Suite 180  
Henderson, NV 89074  
Phone: (702) 486-2300  
Fax: (702) 486-3377

**Reno District Office**

Nevada Department of Taxation  
4600 Kietzke Lane  
Building L, Suite 235  
Reno, NV 89502-5049  
Phone: (775) 687-9999  
Fax: (775) 688-1303

**Department's Website Address: <http://tax.nv.gov>**

**Register and File Online: <http://www.nevadatax.nv.gov> for Sales and Use Tax; Modified Business Tax; and various Excise Taxes; or go to the Department's Website and click the "Online" Link for NevadaTax.**

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